



OFFICE OF THE
WATER DEPARTMENT
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Water Commission Minutes
Wednesday, June 26, 2019

Approved: 7/30/19

Chairman Karl Huber called the meeting to order at 6:05 pm
Other members present: John O'Brien, Scott Wilkins
Meeting held: At the Dunstable Town Hall, 511 Main Street, lower level
In attendance: Jim Cray, Wright Pierce; Harold Simmons, Advisory Board

Reviewed & Signed:

- Monthly Bills
- Monthly Payroll

Well No. 1 Operational Update

Mr. Huber briefly reported on Well No. 1. Things continue to be going well. Still, the pH matter relating to the chemical KOH probe will need to be addressed. That probe should still be replaced. Things are going fine, but ultimately the matter should be addressed in due time.

Infrastructure Project Update

Mr. Cray started off by noting the importance of some of the discussions that are just starting. We are still in the process of getting the SRF approval from DEP. Everything that we need has been submitted save a certificate of title regarding Pleasant Street/Rt. 113. Town Counsel is currently reviewing that and should be able to sign off for DEP. Once all of that is complete, DEP will sign off and the town will be able to proceed with awarding of the contracts. Mr. Cray noted some of the materials obtained from the contractors who have put in bids and the back and forth with DEP that has been occurring. Once everything is settled, the town can proceed and schedule the groundbreaking. So time frame wise, things have been pushed back until closer to August. Mr. Simmons asked if the materials are readily available. Mr. Cray responded that they are. There will be no need for temporary water supply. Mr. Cray then noted the role of SWSS. They'll need to be on hand to assist with various parts of this, shutting down temporarily, turning things on and off, etc. So they'll need to be available. Mr. Huber clarified about whether a schedule can be supplied to them. Mr. Cray felt that can be done as the contractors should be able to supply the necessary information. Mr. Huber inquired whether there are any issues outside of the SRF process the department needs to worry about. Mr. Cray felt confident that it really is the SRF process that has to be managed. He noted that there will be reports and regular meetings with updates. An official will have to be designated for handling and signing off on some things. DEP is pretty quick with turning the money around once everything is settled.

Mr. Huber asked about the involvement of the Treasurer/Collector. Mr. Cray noted that there will be a role to play for that official. Mr. Cray said the water main piece of this would probably be the first thing done. He then elaborated on the methods that will be used and elaborated on how the water connections will be effected. He reiterated that he will keep the department and the Town Administrator up to date on everything. Mr. Huber thanked Mr. Cray for that and expressed the

feeling that this project should be okay starting in August. Mr. Cray agreed on August, but had some reservations as to the schedule for the pedestal tank which will need to be up and constructed before winter. Some of the work can be put off until spring, but the initial tank going up has to happen in warmer weather. Mr. O'Brien asked for clarification as to how long the project will take. Mr. Cray responded about a year. Mr. Huber turned discussion to the access road and some questions from abutters. Mr. Cray responded that the work to be done won't touch any of the abutters. Discussion shifted back to SRF. Mr. Cray noted that there's a lot of administrative stuff that goes with it, but Wright Pierce has worked with SRF and DEP before and they are familiar with it. Mr. O'Brien asked for clarification on the delay. Mr. Cray responded that initially the Annual Town Meeting was what we were waiting for. Now it's DEP.

DEP hasn't given a definitive time for approval. Mr. Huber asked from past experience whether this will be fast and furious. Mr. Cray responded that he would hope so, these projects once they start. He remains in contact with DEP. There are three parts, the access road and well station work, the water main, and the water tank. Mr. O'Brien had questions for Mr. Cray regarding the contractors. Mr. Cray briefly went over the bidders and how the process was done. He further noted the record keeping process involved and how everything has been done in conformance with MGL Chapter 30B. Mr. Huber inquired about the keeping of all the relevant materials. Mr. Cray noted that Wright Pierce has been keeping copies and they can provide a flash drive with what they have to date. Mr. Simmons inquired about the responsibility for the old pipe. Mr. Cray responded that would be the contractors should they touch it. Otherwise the old pipe will remain where it is in the ground. They'll have to cut and cap it, but otherwise it stays. Mr. Huber asked about next steps. Mr. Cray explained that there will be a pre-construction meeting with the relevant people, one for each contract. These will include representatives for various town departments, the contractors, Wright Pierce, and the Town Administrator. Discussion on the project ended with the general consensus that things are moving in the right direction.

SWSS Update

Mr. Huber noted he'd asked SWSS to have someone present for this meeting to discuss the water infrastructure project, but they were unable to have anyone present.

Department Operations Update

There was some discussion regarding the back flow tests. It was agreed that testing should be later in June if at all possible. In the meantime, the town has to deal with the issue relating to a failure of a backflow device for the Town Hall. There was then discussion regarding the cost of backflow testing. The current fee appears to be okay for this. Mr. Huber then turned to meter replacement. A number of customers have requested meter replacement. The Commission then reviewed the list of meters with the dates of installation. Some of the meters go back as far as the 1970's. They should likely be replaced. Mr. Huber noted he's requested the Ms. Bresnick to produce some reports that can be posted on the departments page of the town's website. This process has highlighted the need for a new set of rules and regulations. Mr. Wilkins suggested this can be a project for the winter season.

Next Meeting/Regular Meetings

The next regularly scheduled meeting would tentatively be set for July 24, 2019.

Authorization of Accounts Payable & Payroll

The Commission considered and signed off on several bills. These included normal monthly bills from SWSS, National Grid, and Wright Pierce. There were also several bills from the Police Department for details, Pepperell Water Department, and a bill for pavement. All of which cover the

emergency repairs to the water main failure on Pleasant Street. The Commission noted that the bills while unexpected, are not as bad as they could be. The Commission then reviewed and approved payment of the bills and also signed department payroll.

Minutes

The Commission considered the minutes from May 22, 2019. Seeing no reason not to approve them the Commission proceeded with doing so.

A motion was made by Mr. Wilkins to approve the minutes of May 22, 2019 as written. The motion was seconded by Mr. O'Brien and passed without objection.

Additional Topics Discussed Not Noted on the Agenda

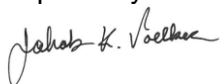
Letter of Support of the Conservation Commission LAND Grant Application

Mr. Voelker provided the Commission with a request from the Conservation Commission asking for a letter of support for an application for a Local Acquisitions for Natural Diversity (LAND) Grant submission to the Massachusetts Executive Office of Energy & Environmental Affairs. The Commission is seeking the grant in order to purchase a Conservation Restriction (CR) on 15 acres of land located on Pleasant Street and containing 1,200 feet of frontage along the eastern shore of Sweet's Pond and approximately 1,650 feet along the west bank of Salmon Brook. The property is currently owned by Ernie Sweet and Ernie Sweet, Jr. The land is near the Water Departments wells and procurement of the CR could serve to help with protection of water quality.

A motion was made by Mr. Wilkins to authorize Ms. Bresnick to draw up a letter of support for the Conservation Commission's LAND Grant application. The motion was seconded by Mr. O'Brien and passed unanimously.

A motion to adjourn was made by Mr. O'Brien at 7:04 pm. The motion was seconded by Mr. Wilkins and passed without objection.

Respectfully submitted by



Jakob K. Voelker
Administrative Assistant
Dunstable Water Department