

Board of Water & Sewer Commissioners
166 John Scott Blvd., Norton, MA 02766
November 24, 2020

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Meeting called to order at 5:30 pm

Attendance: Superintendent Frank Fournier, Commissioner Luke Grant, Commissioner Steve Bishop, Weston & Sampson: Tara McManus & Steve Pedersen

Superintendent Updates

Employment Opportunities

Effective as of November 12, 2020, the recently vacant Assistant Superintendent position has been filled through the internal promotion of John Harrop. This promotion was at the recommendation of the current superintendent. There is still a vacancy for a Water & Sewer Foreman. Applications will be reviewed as early as November 30, 2020 and will continue to be accepted until the position is filled. This position is temporarily filled by a senior staff member with plans to possibly retire within less than a year's time. With that in mind, it seems to be in the best interest of all parties involved to have the position filled long-term.

Hydrant Flushing

The flushing is about 80-90% done with the flushing due to our good weather and ability to work during the day. we did have an issue and had to work outside of our isolated and posted flushing area. This was due to an unauthorized use of water in the East Main Street area. We received calls in the afternoon. One complaint was from a resident of the 274 East Main Street apartment complex. Crews stopped the scheduled hydrant flushing and investigated the disturbance call. it was later determined that the dirty water was due to unauthorized sprinkler flow testing at 274. There were eight tests performed at this complex and each building flowed. There were signs of discharge from the buildings. Photos for documentation were taken and it was found that the mulch was blown out into the parking lot prior to any flushing by the town. There was no available contact so each hydrant in the facility was flushed and all ran clear within a short period of time. The FD verified that there were no recent calls to this property. There was a discussion on the dangers of these unapproved tests being performed and the need to find out who initiated these tests. There was communication with the office of this property on the following day. The worker informed us that he was ordered by his corporate office to take the fire suppression company around and perform the tests.

There have been multiple emails and calls made out to the corporate office and the fire suppression company by both the water department and the fire department of Norton. The board discusses the importance of scheduling an appointment for fire suppression testing and the multiple things that can go wrong or be affected by unapproved tests. Superintendent Fournier brings up the tamper fine for hydrants and Commissioner Luke Grant says that they should be fined \$300 and hope that this sends a message that this is unacceptable behavior. It is brought up that it may be time to send out communications to all of the customers reminding them of their responsibilities and requirements with respect to water and sewer. It is worth noting that we have actually received compliments from customers about having clear water. This is a sign that all of the work being done is proving to be effective and beneficial to the residents of Norton.

There will be a flow test at 176 South Washington Street, their flow test will be performed on December 4, 2020 at 10 AM. There are some questions about the hydrants on this property and how they are supplied water either from the town or from the fire pump which would require the hydrants to be painted a different color.

This pump test will be used for insurance purposes and for determination. They do plan on making sure the hydrants are tagged accurately so that the water and the fire department have the correct information.

East Main Street Project

Work on East Main St. has been a coordinated effort with the water department and the contractor, K R Rezendes, to install drainage manholes and do exploratory digs to determine what is in the ground. There is some degree of discrepancy with the old record plans. we have been tracing services and water mains and marking what we can in that area. There will be drainage work that requires shut downs in order to relocate some sections of the existing water main. Notices will be sent out and it will be coordinated with the town to get it done in between all of the other improvements being performed. There will be expected changes in flow. The first shutdown is scheduled to be from North Washington to 495. The second section for shutdown will go in the opposite direction starting at North and South Washington Streets going toward Wheaton College. The process and what are expected is discussed. December is one of the busier months with regard to testing. There will be around 120 samples collected throughout the distribution system. Some of these samples are the lead and copper homeowner samples that are distributed to particular homes that are chosen by Mass DEP based on age and plumbing structure at these locations. Lead and Copper tests will also go out to the schools and to the daycares. The previous round of lead and copper tests did not get done at the schools and daycares because of Covid-19 shutdown. Reminder letters were sent to the schools, daycares and residents to remind

them to of the flushing procedures that need to be done prior to the samples being taken, this will assure the sample is as accurate as possible. This will avoid additional work and costs. The process and the reasoning for the process is explained. The test bottles will be dropped off on November 30, 2020 with the hopes to have them all returned on the next day, or on the day after for some residents with time constraints. Provided that there is cooperative weather and we get all of the samples back in the time frame that we expect, this may help to move up the work on East Main Street.

Sewer

There was a Zoom meeting about a month ago with the owner and his company of the subdivision off of Newland Street known as Turtle Crossing. This project has been in the works for over 20 years. The company is now wanting to continue work. They understand that all permits have to be redone. The problem is that back in 2000 this sewer station was only handling the Knollwood area. Now that station is at capacity and cannot take on any additional flow without upgrades. Commissioner Grant suggests that they request/demand a flow test be performed on the station by Weston & Sampson and require that any substantial increase in flow, costs or upgrades to that plant be the financial responsibility of that developer. The condition of the plant and the possible issues with adding to the capacity that it already takes on is discussed. Commissioner Grant tells Superintendent Fournier to get a paper trail started with the developer. He says to email the developer letting him know that that station is at capacity and that any further load must be borne by the company causing the excess load. That station is also in need of a replacement sewer generator. The backup system here is outdated. It only leaves one pump working during any issues it is needed for. There are two pumps at that station that need to be working at all times.

Cobb Street and this station are the hearts of the system and both need infrastructure improvements. There is a discussion about some parts being obsolete and other issues that are going to be a possible issue. The superintendent is waiting to hear from the lead technician about what could be possible solutions. The option of adding a tow behind unit with a twist lock system on the outside and a throw switch and not replacing the Cobb Street unit until it actually fails is brought up by the lead sewer technician who is extremely knowledgeable. This tow behind unit has multiple applications that it can be used for. All of the stations are being checked out and damages are being noted and listed for repair.

Weston & Sampson
Steve Pedersen- Sewer

Weston & Sampson is under contract to design some upgrades for the Cobb Street location. The heart of those upgrades is to replace the generator. It is necessary to know what the plans for the generator are before going much further in the planning and designing process. The lighting and electrical will be upgraded and there is some conduit wiring to be cleaned up.

West Main Street Paving

The paving is almost complete. There is about 600 feet left to get the permanent trench paving complete. The working crew did start about 20 minutes early and that caused some complaints and calls. There are also some complaints about the quality of the paving and how it is bumpy. Mass DOT was on-site and is good with what is done so far. The area left to be done is the area between Honeydew and Freeman Street. The pay requisitions will reflect where the tonnage runs over. The pump station is done with the exception of the roof and some on-site electrical coordination between their on-site electrical workers and the supplier of the that building came pre-wired. The station is expected to be started in December 2020. They will do preliminary starts of each part to make sure everything is ready. The contractors have requested substantial completion which will not be acknowledged by Weston & Sampson until Water & Sewer has occupancy of the pump station. They are working on the October pay request. Final paving will occur in the spring. Betterment timing and tie-in timing will be determined and assessed from there.

Tara McManus - Water

Replacement Wells 5 & 6

The driller continues to be on-site and should be drilling well 5 for about two months. Once that is completed, we can get the measurements and get the proper type and size of screen delivered and installed. We are estimating that we will be able to do a pumping test at the end of January 2021. We did receive DEP approval for drilling of well 6, so that will be the next thing to start after well 5 is finished. Tara explains the paperwork that she has for the board to sign. The first pay application is for the final trench paving on Pine Street about a month ago. This is only for the pavement installation. It does not include the police details. That will be in the next and final pay estimate from the contractors. This is \$48,430.80. Tara recommends that it is approved and paid. (See Motion #1)

Water Treatment Plant

Change Order #3 is agreed to by the contractor and it is for \$37,496.74. Tara asks the board for their signatures to pay this change order. This includes the utilities at 50% and the ADA ramp repairs that still need to be completed. Commissioner Grant tables the Change Order for the next meeting in hopes that it will all be completed by the next meeting. The pay request that goes with this change order will also be tabled until all of the work is fully completed.

Weston & Sampson Contract/ Project Extension

Tara McManus presents Amendment #7 to the board. This would extend the contract for Weston & Sampson to oversee the current projects that are in play until January 2021. The cost associated with this amendment is \$36,200. (See Motion #2)

Motions

1. Commissioner Bishop makes a motion to approve the Pine Street pay application in the amount of \$48,430.80.

Commissioner Grant seconds the motion.

All in favor: Commissioner Bishop - Aye.

Commissioner Grant - Aye.

Motion passes.

2. Commissioner Bishop makes a motion to approve Amendment #7 from Weston & Sampson.

Commissioner Grant seconds the motion.

All in favor: Commissioner Bishop - Aye.

Commissioner Grant - Aye.

Motion passes.

3. Commissioner Bishop makes a motion to authorize John Harrop to sign bills and relevant paperwork in Superintendent Fournier's absence.

Commissioner Grant seconds the motion.

All in Favor: Commissioner Bishop - Aye.

Commissioner Grant - Aye.

Motion passes.

4. Commissioner Bishop makes a motion to adjourn the meeting.

Commissioner Grant seconds the motion to adjourn.

All in favor: Commissioner Bishop - Aye.

Commissioner grant - Aye.

Meeting adjourned at 6:48pm.

Next meeting: December 8, 2020 at 5:30pm.



TOWN OF NORTON

Water & Sewer Department

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BOARD OF WATER/SEWER COMMISSIONERS

ACCEPTED AND APPROVED MINUTES FOR THE MEETING HELD: 11/24/2020

Respectfully submitted,

Victoria Nye Brown
Victoria Nye Brown

Luke Grant
Luke Grant, Chairman

Steve Bishop
Steve Bishop, Clerk
