

Board of Water & Sewer Commissioners  
166 John Scott Blvd., Norton, MA 02766  
March 23, 2021

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NORTON TOWN CLERK  
2021 APR -8 AM 11:11

Meeting called to order at 6pm.

**Attendance:** Superintendent Frank Fournier, Commissioner Luke Grant, Commissioner Steve Bishop, Weston & Sampson's Steve Pedersen, Tara McManus and Fran Yanuskiewicz

### **Pledge of Allegiance**

### **Superintendent Updates**

#### **Quarterly Sprinkler Flow Tests**

Technicians continue to work with multiple fire service companies performing the quarterly sprinkler flow tests. These tests have been problematic in the past. Now that our technicians are witnessing the testing and requiring the systems are flushed until clear will improve future testing and backflow testing results. The benefits of the departments oversight on these tests are explained in further detail. It is noted that there are more tests scheduled. The smaller tests are being posted on the Norton website and on the Norton Media channel. They are not required to be posted in the Sun Chronicle at this time. On Thursday, March 18, 2021, the first full fire hydrant flow test of the year was performed for 184 Mansfield Avenue. Water pressure and quality were monitored before, during and after the test with no issues to report. The first fire sprinkler pump test is scheduled for 8am on March 30, 2021 at South Washington Street. This will be posted in the newspaper, on the website and on the media channel. It is noted that the implementation of the water treatment plant is the main reason that these tests are now able to be performed during the daytime hours.

#### **Tank Cleaning**

On Thursday, March 18, 2021, divers cleaned and inspected the center elevated tank and they then moved over to the 3-million-gallon storage facility on Mansfield Avenue for cleaning and inspection. Both tanks passed sampling requirements prior to going back online. The center tank was back online on Saturday, March 20, 2021. The storage tank was put back online today, March 23, 2021.

#### **Vulnerability Assessment**

Work continues with Weston & Sampson on this required assessment. Multiple sections have been completed and sent to Weston & Sampson for review. This assessment is due by June 2021. They are also working on completing a number of other reports that are required.

#### **Sewer - Howard Street**

The Howard Street meter is not providing the readings as steadily and accurately as expected, this is because of the design and current sewer flow. we will be replacing it with a different style meter that is still compatible with the existing telemetry system. The three quotes that were

given many months ago are now outdated, so a request has been placed for updated quotes. The board discusses the old quote amounts, details of what is needed and why it is needed at that site.

### **Sewer - King Phillip Road**

On the morning of March 18, 2021, there were sewer alarms sounding. The sewer department responded quickly and were able to determine that there was a clog starting to form. This is the same location as the last sewer alarm on King Phillip Road. The jetting equipment was brought in and the clog was jetted out fairly quickly. The superintendent explains the next steps that are to be taken to solve this recurring problem. These steps will help determine where the complications are happening or coming from and eliminate them, hopefully. He also explains how flushable wipes, grease and colder temperatures could be a major factor in these recent issues. He notes that this line does not have any restaurants tied into it. This line only services homeowners.

### **Water & Sewer Main Extension by the Town of Mansfield**

Commissioner Luke Grant reminds the Board of the details of the area. There are Mansfield residents using Norton services at this time. Mansfield at their expense wants to extend the water main line to more of these residents. Luke states that he does not see a problem with allowing Mansfield to extend the water main. He explains that the first vote that needs to be made is whether or not to allow Mansfield to do it. He also notes that it should be put to a vote to allow Superintendent Frank Fournier be the point person on this issue moving forward. He will enforce the rules and regulations that are in place. The Board discusses design and hydrant placement at the end of the proposed line (**See Motion 1 & 2**). Homeowners will pay the water permit fees and the Town of Mansfield will be responsible for materials, installation and labor. Commissioner Grant requests that the superintendent and Rick go out to the area and start marking distances and other measurements that are needed for the work to be performed accurately. Mansfield is in agreement with the possibility of a MOA for nonpayment of services. It is suggested that the words "any and all future" be put into any motion about the MOA.

### **Weston & Sampson - Sewer and Water**

#### **Sewer Updates - Steve Pedersen**

##### **Cobb Street**

A pdf of the 75% Plans have been sent to the Norton Water & Sewer department regarding the Cobb Street pump station. A meeting will be set up for next week to go over the plans. A full-size hard copy of the plans will be available for the superintendent before the meeting. Steve Pedersen explains that the generator replacement is a necessary big-ticket item and that the other items to go over are in regard to wiring and such.

#### **West Main Street Project**

He discusses a memo that was sent to the Board members. The memo gets into detail about the proposed financing plan, project debt schedule and betterments for the tie-ins. Steve explains what the multiple purposes of the memo are to the Board. He asks the Board members



to review the memo at their convenience. Mass DOT is scheduled to perform a site walk this upcoming Wednesday, March 24, 2021, to determine paving requirements (lane width versus full width). The goal is to get this started during the week of April vacation. The possible adjustments to the schedule are discussed in more detail. The project cost remains at about \$6.2 million dollars. There is about \$400,000.00 left with the estimated paving, associated oversight, police details and the retainage that is collected. There is one retainage left on the job. The final project cost is about \$6.6 million versus the town meeting authorizations of \$6.8 million. Steve explains the debt schedule and collections in more detail. This is a recap of what was stated at the last meeting.

### **West Main Street Sewer Betterment Assessments**

#### **Betterment Cost Calculations and Regulations**

Steve Pedersen of Weston & Sampson explains how the betterments are calculated. One EDU equals one single family home. A 2-family home will have 2 EDUs. He notes that the regulations state that the betterment cost per EDU shall be determined based on the most recently completed municipal sewer project for which sewer betterments have been assessed/adjusted for inflationary and/or construction cost. He discusses a table that he sent to the Board members. He states that it adds up to 120 EDUs. He then goes further into detail about how to read the table and what information it contains.

A question is brought to the board with regard to the amount of the betterment for the bank at **25 West Main Street** which is non-residential. It is noted that the bank does not use enough water to override the 16,000. Steve states that everything starts with a minimum of one and rounds up if it is 1.01, according to the regulations. **30-32 West Main Street** has only two stubs due to the way the property was set up, but is the location of three businesses. There is a restaurant, an office and a garage at the address of 30-32 West Main Street. Based on water usage, it equates to 4 units. At **33-35 West Main Street**, there are two parcels with one owner. Bog Iron Brewery, Norton Ace Hardware and CVS are located on these parcels. There is one set of data on the water usage that equates to 5 units for 33-35 West Main Street. Walgreens, located at **38 West Main Street**, has a low flow of 1 unit. Steve brings up the fact that if Title V was being used for betterment assessment, it would determine the units based on square footage and Walgreens would be considered 2.2 that would round to 3 units. Jennifer Nails, The Swirling Vines, a barber shop and Valerie Larsen Photography are located at **52-56 West Main Street**. This one has the four businesses on one water service with one owner. This owner will be assessed at 2 units, based on water usage. Norton House of Pizza, Bagels and Cream and the tanning salon on one property at **57 West Main Street**. This property's water usage equates to 3 units. At the old Bank of America property, there is currently a vacant lot. It is assessed at 1 unit with the ability to revisit the betterment when the company connects to the water line. West Cafe, located at **103 West Main Street**, equates to 4 units if basing it on historical water usage of that parcel. It can be revisited with the commission at a later date, if requested by West Cafe. Honey Dew Donuts, at **61 West Main Street**, equates to 3 units. There is a residential home/garage that is considered as "mixed use" located at **107 West Main Street**. This parcel is assessed at 2 units. One unit is for the residential side and one unit is for the commercial use garage. Steve states that he will be sending the information about this residence to the assessor



and asking them to confirm that they consider it as two different uses. Steve notes that the water usage data that is in-hand is from when the project was started in 2016-17. He states that the 2018, 2019 & 2020 data are going to be pulled by Rose, the Water and Sewer department office administrator and carefully reviewed while keeping the pandemic in mind when looking at the commercial properties.

Steve notes that the last betterment assessment issued by this board was levied in 2003 for Lake Winnecunnet at the cost of \$11,183 per EDU. With an annual interest rate of 2% over the past 18 years equaling \$15,985. Steve Pedersen recommends going with the \$16,000 to collect about \$1.63 million in betterments **(Motion 3)**.

Steve brings up the need for the Board to set up the interest rate. He states that the law allows the board to go with 5% or up to 2% greater than the loan. It is noted that 2.5% over 20 years was used during calculations. That would bring in about \$109,000.00 per year if everyone apportioned and paid over time **(Motion 4)**.

Steve Pedersen states that the APN needs to be discussed. The final piece of the financing plan is to use the escalating incremental APN payments associated with the MFN District. Effective FY 2020, the Board of Selectmen agreed that these incremental monies, which increase \$10,000 every year, will be dedicated to the Water & Sewer Commission for payment of the debt services associated with this project. That was discussed when the per costs were going up. That was one way that we were going to be able to pay it back. The cost in FY 2020 was \$50,000.00 and was turned over to the Water & Sewer Commission. At the end of FY 2021, there should be another \$60,000.00 made available. It is noted that the payments are made quarterly. Steve explains that all of the numbers and math can be found in Appendix C of the memo he sent to each Board member. There is a mention of how the payment apportioning should be laid out to make things less confusing by making only two options available. One option would be to pay it all in 30 days. The other option would be to apportion and that would be for 20 years **(Motion 5)**. The timing of the betterment assessments is discussed. It is determined that the bills need to be sent out to property owners by July 1, 2021. The process of recording, sending bills and placing liens is discussed.

Commissioner Luke Grant states that he wants a letter sent out to all of the property owners letting them know that the sewers are complete, ready for tie-in and informing them that there will be a bill coming by July 1, 2021.

### **Weston & Sampson's Tara McManus - Water Updates**

Tara McManus has been working with the superintendent on the AWIA Project which is due by the end of June 2021 and the ASR Project which is due on April 8, 2021. There are more meetings scheduled to get these completed by deadline.

### **Wells 5 & 6**

Well 6 drilling was completed last Friday, March 19, 2021. The crew is working on cleaning up at well 5 now. There is a lot of foot traffic in the area, so the crew are trying to keep things moved out of the way as needed. The screen for 5 is here and ready for install. Designs for the station upgrade are being worked out now. Tara explains the many steps that will be taken to get this upgrade project going.

## **Water Treatment Plant**

The filling of the tank went well. It held below the allowed leakage rate, so it passed. The well has a one-year contractual warranty. The construction company has completed the punch list for wells 5 & 6 with the exception of the vibrations which is covered by the federal warranty. It is noted that the coating that was applied to the tanks should last 5 years at the least. Tara states that the treatment plant project is very close to closeout.

## **Motions**

### **Motion 1 - Town of Mansfield Water Main Extension**

Commissioner Steve Bishop makes the motion to allow Mansfield to upgrade the system by extending it on the roads in question.

Commissioner Luke Grant seconds the motion.

All in Favor = Commissioner Bishop - Aye.

Commissioner Grant - Aye.

Motion is approved unanimously and passes.

### **Motion 2 - Making Superintendent Primary on Project**

Commissioner Steve Bishop makes the motion to make Superintendent Frank Fournier the primary point person on the Mansfield Water Main extension project with the power to oversee and enforce all rules and regulations of Norton.

Commissioner Luke Grant seconds the motion.

All in Favor = Commissioner Bishop - Aye.

Commissioner Grant - Aye.

Motion is approved unanimously and passes.

### **Motion 3 - Cost per EDU**

Commissioner Luke Grant requests a motion that each EDU be based on a \$16,000 rate.

Commissioner Steve Bishop makes a motion to approve the cost per EDU recommendation at \$16,000.

Commissioner Luke Grant seconds the motion.

All in Favor = Commissioner Bishop - Aye.

Commissioner Grant - Aye.

Motion is approved unanimously and passes.

### **Motion 4 - Interest Rate**

Commissioner Steve Bishop makes a motion to approve the interest rate of betterments at 2.5%.

Commissioner Luke Grant seconds the motion.

All in Favor = Commissioner Bishop - Aye.

Commissioner Grant - Aye.

Motion is approved unanimously and passes.

**Motion 5 - Betterment Pay Options**

Commissioner Steve Bishop makes a motion to approve of the option for property owners to pay their bill over a period of 20 years or pay the bill upfront within 30 days.

Commissioner Luke Grant seconds the motion.

All in Favor = Commissioner Bishop - Aye.

Commissioner Grant - Aye.

Motion is approved unanimously and passes.

**Motion 6 - Meeting Adjournment**

Commissioner Steve Bishop makes the motion to adjourn the meeting.

Commissioner Luke Grant seconds the motion.

All in Favor = Commissioner Bishop - Aye.

Commissioner Grant - Aye.

Motion is approved.

**Meeting is adjourned at 8:03pm.**

**Next meeting: April 06, 2021**



# TOWN OF NORTON

Water & Sewer Department

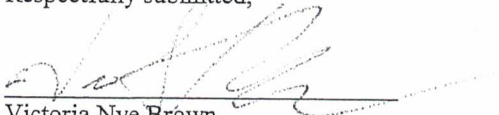
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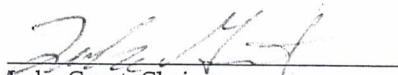
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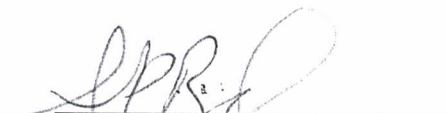
BOARD OF WATER/SEWER COMMISSIONERS

ACCEPTED AND APPROVED MINUTES FOR THE MEETING HELD: 3/23/2021

Respectfully submitted,

  
Victoria Nye Brown

  
Luke Grant, Chairman

  
Steve Bishop, Clerk

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