

**Board of Water & Sewer Commissioners
166 John Scott Blvd., Norton, MA 02766
April 6, 2021**

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Meeting called to order at 6:04pm.

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

Pledge of Allegiance

Superintendent Updates

Quarterly Sprinkler Flow Tests

Technicians are continuing to work with fire suppression companies to perform some larger tests. One was performed at Horizon Beverage and another test was a fire pump test performed at a business on South Washington Street. The superintendent explains the testing and what they are monitoring before, during and after the tests. He notes that there was one dirty water call from the Pine Street area shortly after the completion of the last test. The origin of the dirty water is unknown, but the technicians ran hydrants on both sides of the complainant's address and it was clear within a few minutes. Technicians did knock on the door of the residence to try to explain what the options were for flushing their domestic water service after the fire pump test. There was no answer at the residence.

Wells 5 & 6 Replacement Project

Sullivan began the 100-hour pumping test and development at the new well 5A. Depending on the water clarity, they may be doing a rate test of that well this week. New information states that they are around 80-85 gallons per foot. When Sullivan is done at well 5A, he will move over to well 4. The pump and motor for well 4 have been ordered. The pump at well 4 will be pulled and the well will get a quick cleaning. A new two-stage pump will be installed which should get more capacity from that well. There will not be a full spring flushing program this year, it will be modified for efficiency and water quality. The superintendent describes what that modified flushing will consist of and how the sprinkler and fire pump tests that are in the works now are actually assisting with the town flushing. He explains that they may decide to use a technique by which they would dump acid in the existing wells 5 and 6 to clean the screen and the gravel pack and then perform a flush to waste on those. It is worth noting that this process has, in the past, increased one of the well's performance by a few hundred gallons per minute. There is talk of shortcutting the process of going out to bid for construction on those two new wells. There is a potential for a significant change order that may come because DEP has final approval on the pump and motor selection. The department will be responsible for paying for the parts if DEP does not approve the pump and motor design that has been ordered. Commissioner Luke Grant asks what the potential cost would be of the change order. Superintendent Fournier states that it could be about \$10,000 per well, so somewhere between \$15,000 - \$20,000. It all depends on what DEP allows. The board discusses possible ways to get the job done properly and in a

financially efficient way. The board then discusses PFAS testing and how the bottles should be collected and transported to avoid false positive test results.

Fournier mentions that DEP has granted the town reduced monitoring on their lead and copper sampling program and we also eligible for a one-time reduction in the number of samples. The Superintendent is going to request that DEP reduce the current number of samples from 60 to 30 with all tier one sites. It is noted by Commissioner Steve Bishop that the number of tests used to be 120.

Fournier mentions if we were allowed to lower our Ph level it would improve water quality and help us maintain simultaneous sampling compliance. Fournier supplied Weston & Sampson many years of sampling data to show the impact the Ph change had on the towns water. The changes in water quality throughout the entire system are noted. A change in Ph would not only mean better water quality but the town would save money on chemical costs.

Contractor Requirement Update/ Regulations

There was previous discussion in meetings past about updating the contractor requirements for the contractors that perform work installing water lines leading connections to the distribution system. It is noted that some of the surrounding towns already have similar requirements. Superintendent Fournier would like the contractor requirements to include proof of a valid heavy equipment operator's license, proof of insurance with the town listed as additionally insured, a copy of the OSHA-10 Safety training certification, and three references from people that are familiar with their work for new applicants. He notes that the surrounding towns charge a fee for the license. The water department would validate the information and grant the license which would be in the best interest to run with the fiscal year of July 1 - June 30. It would be the responsibility of the installer to renew the license as needed. Commissioner Grant notes that there are very few towns that don't require licensing. He states that he would like to see the fee be a nominal one and that there be no penalties for non-renewal. He explains that some contractors are just doing one-time jobs in town and not performing many jobs throughout the year. Superintendent Fournier points out that there will be a click and follow link online for contractors to familiarize themselves with the department rules and regulations. There will be a few hard copies available in the office, but the link is preferred in an attempt to cut down on paper waste and in keeping with social distancing. The board discusses the fees for the licensing. Commissioner Grant suggests a lowering of the fee from \$250 to \$150 per contractor. The office administrator, Rose Melito suggests \$100 because the sewer fee is also \$100. They further discuss the reasoning for the fee amount. The board decides to make the fee \$100 for water and \$100 for sewer contractors totaling \$200 a year for contractors to be licensed to work on water and sewer lines.

Howard Street Line Meter

The requested quotes for work at the Howard Street line meter have been received by the office. Superintendent Fournier notes that the new quotes are at about an \$800 increase from the original quotes received six months ago because there was a promotion at that time that is no longer available. He states that the department is going to move forward with the purchase and installation of the new line meter. In addition to the application for the sewer drain layer and water installer's licensing, he requests an amendment to the current sewer regulations to

require a specific product that is the best for lateral connections be used in any future sewer work. He explains that the product is called an "inserta T", more commonly referred to as a "fat boy". He describes the product, the easy installation, its compatibility and how it works in a beneficial way for the town system. The board discusses the many benefits of using this product, or equivalent at the superintendent's discretion (**See Motion 1**).

Sewer Department Vacancy

The post was active in-house for seven days as required by the union. There will be interviews performed this week and the position may still be posted externally if the applicants do not have the licensing that is required for the job. There are special requirements and licensing needed to work with waste water.

Mansfield Extension - Commissioner Luke Grant

It is decided that the billing for these residents will be handled as follows. The town of Norton will bill Mansfield and they will pay Norton. Then, Mansfield will bill the residents accordingly. All inspections will be done by the Norton Water Department and the choice of hydrant and blow-out locations will be at the discretion of Superintendent Frank Fournier. The superintendent notes that they did allow for land clearing and tree removal to be performed prior to the MOA and the work seen on the IMA. Prior to the implementation of the water licenses, the contractor is going to be providing the water department with all of the required paperwork and certifications as a courtesy. It is noted that there are sewer lines in that area that connect to Reservoir Street and then to Cobb Street. The board discusses how the pipes will be set up and able to be shut off.

Weston & Sampson Water and Sewer Updates

Water Updates - Tara McManus & Barbara Cook

Wells 5 & 6 Replacement

Tara explains that there is a potential for change orders due to bidding without a permit. She explains that DEP has up to 72 days to approve, and reiterates the point that there are still several months to go before receiving the permits needed. Tara states that she is willing to move forward with completing the design and sending it into DEP for review to expedite that part of the process. She also states that if approved by the commission, she is willing to move forward with the bidding, but states that there is a potential for a \$20,000 change order if DEP does not approve of the pumps. Not having the PFAS test results back may also cause an issue. Those should be back to the superintendent by the end of April. She suggests putting it out to bid in May instead of waiting until late summer to bid. The board discusses how to make the process as linear as possible. Superintendent Frank Fournier asks if there is an option where the pump, motor and installer can be chosen by the town. Tara states that she will check on that. Barbara Cook recommends not having the town choose the pump, meter and installer. Tara notes that she anticipates that the screen ordering for well 6 will occur next week.

Water Treatment Plant

The plans and contractor photos are in and the request has been submitted to the Norton Conservation Department for certificate of compliance. The record drawings are complete. The warranties for the pumps in wells 4 and 5 have been extended for another year until April 2022. Wells 5 and 6 will be completed by that time. Tara then presents the final pay estimate for Methuen Construction. They are asking for the release of the retainage. This pay estimate is Pay Estimate #25 in the amount of \$192,766.31 and Tara recommends payment to finalize and close out the project (**See Motion 2**). Tara reminds the board that one board member still needs to sign the already approved pay estimate #24. Commissioner Grant confirms that he will sign it promptly.

Sewer Updates - Steve Pedersen

West Main Street/ Route 123 Project

Steve Pedersen begins by informing the board that Mass DOT and the contractor did complete the site walk with Weston & Sampson on March 31, 2021. The result of the site walk is that half of the final paving job will require full width while half will only require one lane to be milled and paved. The paving is still being planned for April school vacation week. There is a possibility of doing night work, as permitted, after that week is over. A request was made to Mass DOT to allow work on the Tuesday following a holiday and it was approved. The board discusses how they have to coordinate with the school schedule after school is back in session. Steve Pedersen notes that he delivered the owner manuals and the record drawings to the West Main Street pump station. He then brings out a draft of the Betterment Connection Letter that is to be sent out to all of the residents that are required to tie into the town system. It is noted that the betterment must be paid before the tie-in connection is made and that they have five years from the date of the letter to tie-in. This letter would serve as the official notification that the five-year timer has started. It will have a list of connection procedures enclosed with the letter. Commissioner Luke Grant suggests that there should be some coordination with the Board of Health in regards to the sewer tie-ins. Rose Melito and Steve Pedersen go over the letter and make adjustments to the wording.

Board of Commissioners Reorganization

Commissioner/ Chairman Luke Grant requests a reorganization of the board members (**See Motion 3**).

Motions

Motion 1: Amendment to Sewer Rules & Regulations

Commissioner Steve Bishop makes a motion to approve the "inserted T" as the only approved product, or equivalent to be approved at the discretion of the superintendent.

Commissioner Luke Grant seconds the motion.

All in Favor: Commissioner Grant - Aye.

Commissioner Bishop - Aye.

Motion passes unanimously.

Motion 2: Pay Estimate #25 for Methuen Construction

Commissioner Steve bishop makes a motion to approve pay estimate #25 in the amount of \$192,766.31 to Methuen Construction.

Commissioner Luke Grant seconds the motion.

All in Favor: Commissioner Grant - Aye.

Commissioner Bishop - Aye.

Motion passes unanimously.

Motion 3: Reorganization of the Board of Commissioners

Commissioner/Chairman Luke Grant makes the motion to nominate Commissioner Steve Bishop to be the new Chairman of the Water & Sewer Board of Commissioners and to have all of the acting powers of the position.

Commissioner Steve Bishop seconds the motion.

All in Favor: Commissioner Grant - Aye.

Commissioner Bishop - Aye.

Motion passes unanimously.

Motion 4: Meeting Adjournment

Commissioner Grant makes the motion to adjourn the meeting.

Commissioner Bishop seconds the motion.

All in Favor: Commissioner Grant - Aye.

Commissioner Bishop - Aye.

Motion passes unanimously.

Next Meeting: April 20, 2021 @ 6pm

Meeting Adjourned at 7:23pm



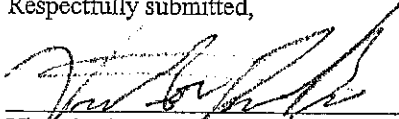
TOWN OF NORTON

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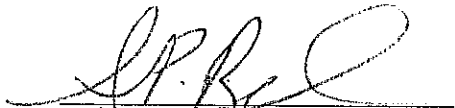
BOARD OF WATER/SEWER COMMISSIONERS

ACCEPTED AND APPROVED MINUTES FOR THE MEETING HELD: 4/6/2021

Respectfully submitted,


Victoria Nye Brown

Luke Grant, Chairman


Steve Bishop, Clerk
