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2021 DEC 29 AM 11:31

**Town of Norton  
Board of Water & Sewer Commissioners  
166 John Scott Blvd.  
Norton, MA 02766  
(508) 285-0280**

**Meeting Minutes  
December 14, 2021**

**I. Call to Order by Chair**

The December 14, 2021 meeting of the Norton Water/Sewer Commissioners was called to order at 5:33pm, by Commissioner Steven Bishop, Chair. Member(s) present: Commissioner James Jardin. Also in attendance: Superintendent Frank Fournier, Assistant Superintendent John Harrop, Weston & Sampson's Steve Pedersen (call in), Weston & Sampson's Tara McManus, Island Brook's Frank Gallagher and Office Administrator Brooke Durden.

Pledge of Allegiance

**II. Minutes**

1. Minutes from the November 23, 2021 meeting were approved.

**Motion was made by Commissioner James Jardin to approve the minutes of the November 23<sup>rd</sup> meeting of the Board of Water/Sewer Commissioners. Seconded by Commissioner Steven Bishop. Vote: Commissioner Jardin – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.**

**III. Superintendent Updates**

1. Fire Suppression Testing: Technicians have been working with multiple fire suppression companies over the last three weeks while they perform required Sprinkler Flow Tests. Some scheduled tests for this week include the Golf Museum at TPC off of Mansfield Ave, 314 East Main Street and Home Market Foods, better known as the Sysco building.
2. Capital Budget: Due to production shortages, we will not be able to replace the three Water trucks we were hoping to as discussed at the November 23<sup>rd</sup>, 2021 board meeting. The three Water trucks that need to be replaced have failed inspection and need body work, making it a struggle to keep them on the road. Superintendent Frank Fournier has been in touch with the Town Accountant regarding this issue.
3. DPW/Vacancies: A member from another board in town would like to come to one of the next meetings and discuss his thoughts on changing over to a DPW.

This member also wants to change the Board of Water/Sewer Commissioners to an appointed position, rather than elected. Superintendent Frank Fournier stated his concerns regarding both matters. Commissioners Steve Bishop and James Jardin also had some concerns; however, both are willing to meet and further discuss this at a future date. Assistant Superintendent John Harrop mentioned there would be another meeting regarding this in January. Superintendent Frank Fournier stated that there was a new vacancy in the Sewer Department. This position has been posted in house, as required by the union, and will soon be posted externally.

4. Wells: Last week we received the construction approval letter from Mass DEP allowing us to put Wells 5A and 6A out to bid for construction.
5. Emergency Well Connection Discussion: Due to decline in water production, we are trying to come up with a plan and are talking about having our well driller, Frank Sullivan, come in and install a temporary well pump. Depending on which one will be better and give us the water we need for system demand, it will be done at either Well 5A or 6A.

#### **IV. Island Brook – Frank Gallagher**

1. Commissioner Steve Bishop invited Island Brook's Frank Gallagher up to give his presentation. Frank Gallagher displayed a map showing the proposed entrance road to the Island Brook development which will have 52 house lots, depending on approval from the Zoning Board. The East Main Street work is creating an urgency to get the water taps finished up; therefore, the developer would like to go through with the connection now. Superintendent Frank Fournier made comment that the two lateral approvals would have to be completely separate because the final plans are not yet set. The Board will come up with and send an Order of Conditions letter to Mr. Gallagher stating that this approval would only be for this plan, and not for the whole project. Mr. Gallagher agreed and will wait for the letter.

#### **V. Turtle Crossing**

1. Representatives from Turtle Crossing cancelled prior to the meeting; therefore, nothing was discussed on this topic.

#### **VI. Weston & Sampson – Water/Sewer Project Updates – Steve Pedersen & Tara McManus**

##### **Sewer – Steve Pedersen**

1. Cobb Street: Howard from the Sewer Department met with the Contractor at the Pump Station to make sure everything was good to order the generator. No date has been set for installation due to the supply chain shortage.

2. Contracts: Assistant Superintendent John Harrop stated that the contract for the two generators have been sent over to the Town Hall and he is waiting to hear back from the Town Accountant on the status.

**Water – Tara McManus:**

3. Bid date for Wells 5A & 6A are set for January 18<sup>th</sup>, 2021 at 1pm.
4. Discussing option for Emergency Set-Up and will need to send a request to the DEP letting them know we need something set up temporarily.
5. Virtual meeting was held to discuss the Test Well Drilling on Wells 1 & 4, which will most likely be done sometime in January.
6. The AWIA is finalizing the Emergency Response Plan and needs to update it with the Risk and Resiliency Assessment information that was done over the Summer. Superintendent Frank Fournier mentioned there were also a few staff changes that should be updated and will send that information over to Tara.

**VII. Topics not reasonably anticipated 48 hours in advance**

1. Commissioner James Jardin asked about status on the new call service. Assistant Superintendent John Harrop responded that the system is up and running with no issues.

**VIII. Bills & Correspondence**

1. All bills were reviewed, approved and signed.

**IX. Next Meeting: December 28<sup>th</sup>**


**X. Adjournment**

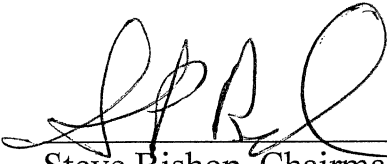
**Motion was made by Commissioner James Jardin to adjourn the meeting at 6:33pm. Seconded by Commissioner Steven Bishop. Vote: Commissioner Jardin – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.**

BOARD OF WATER/SEWER COMMISSIONERS  
ACCEPTED AND APPROVED MINUTES FOR THE

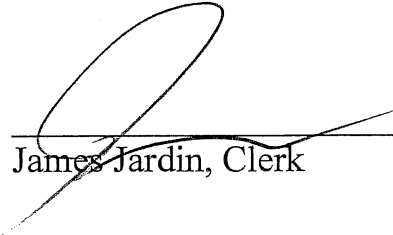
BOARD MEETING HELD: December 14, 2021

Respectfully submitted,

  
\_\_\_\_\_  
Brooke Durden, Office Administrator

  
\_\_\_\_\_  
Steve Bishop, Chairman

12/28/21  
\_\_\_\_\_  
Date Approved

  
\_\_\_\_\_  
James Jardin, Clerk

12-28-21  
\_\_\_\_\_  
Date Approved