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

**Meeting Minutes
February 8, 2022**

I. Call to Order by Chair

The February 8, 2022 meeting of the Norton Water/Sewer Commissioners was held remotely (<https://us02web.zoom.us/j/6391519600> - Meeting ID: 639 151 9600; Phone: 646-558-8656 – Meeting ID: 639 151 9600) and was called to order at 5:30 pm, by Commissioner Steven Bishop, Chair. Member(s) present: Commissioner James Jardin and Commissioner Steven Bernstein. Also in attendance: Superintendent Frank Fournier, Assistant Superintendent John Harrop, Weston & Sampson's Steve Pedersen, Weston & Sampson's Tara McManus, Office Administrator Brooke Durden, Island Brook Representatives Peter Freeman and Frank Gallagher, and Island Brook's Developer Muhammad Itani.

Pledge of Allegiance

II. Minutes

1. Minutes from the December 28, 2021 meeting were approved.

Motion was made by Commissioner James Jardin to approve the meeting minutes for the December 28th meeting of the Board of Water/Sewer Commissioners. Seconded by Commissioner Steven Bishop. Vote: Commissioner Jardin – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY. It is to be noted that Commissioner Steven Bernstein abstained from the vote as he was not a Commissioner at the December 28th meeting.

2. Minutes from the January 25, 2022 meeting were approved.

Motion was made by Commissioner James Jardin to approve the meeting minutes for the January 25th meeting of the Board of Water/Sewer Commissioners. Seconded by Commissioner Steven Bernstein. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.

III. Superintendent Updates

1. Updates: Large portion of the staff worked with the Highway Department to help with snow removal. Due to the weather, one of our main focuses was to make sure the generators were up and running. The installation of the electrical conduct at our temporary Well 5A location was put off; however, the electrician should be out tomorrow to finish. A Mass DEP representative will be out Thursday at 10am to check for inspection and approval.
2. Service Leaks: We continue to send the techs out to look for system leaks. Some issues occurred at a vacant duplex and at Alberto's. A significant leak was found at a town house on Burt Street the day before the blizzard. We notified the management company to let them know they had 10 days to fix the leak, as well as provide them with a list of approved contractors by the Town. They were able to get a contractor who responded quickly and made the repair needed. There were some more leaks found on Plain Street, North Worcester Street, and Mansfield Ave. All of these leaks did affect the run times; however, all were taken care of. We will know in the morning if these repairs helped the run times. Superintendent Frank Fournier also wanted to mention that leaks are hard to find and asked residents to keep an eye out as well.
3. Sewer Regulations: Last meeting, Superintendent Frank Fournier mentioned that changes to the sewer regulations could be made; however, he is still waiting for more information. Some changes could include samples to be taken from the wastewater before it goes to the MFN. Superintendent Fournier mentioned some concerns about the changes, as well as the cost to MFN could be drastic if something is found in the Norton wastewater. He also asked Commissioner Steven Bernstein to attend the next meeting since he has background in this area. Weston and Sampson's Steve Pedersen is still waiting on a debriefing from his colleagues since he was unable to attend the last meeting regarding this.

IV. Bill Abatement Request for 286 South Worcester Street

1. The resident at 286 South Worcester Street sent in a letter stating that he believes he was overbilled for the past two quarters due to estimated readings. Superintendent Frank Fournier gave some background on how we obtain the readings that generate the bills. He stated that if we are unable to obtain a reading, a card is left on the resident's door to notify them that their meter needs to be changed. If the customer never calls to set up an appointment, we must put the reading in as estimated, based off of the previous 2 years from that billing cycle. The first time this resident received an estimated bill, it was in line with the previous 2 years of that billing cycle. The most recent bill caught his attention, and he did call to set up an appointment to get his meter replaced. After some discussion, the Commissioners decided to abate the bill in terms of average use during that period of time.

Motion was made by Commissioner Steven Bishop to abate the bill at 286 South Worcester Street in terms of looking over the last couple years of the billing cycle of September 1st to December 1st and do an average bill for the homeowner. Seconded by Commissioner Steven Bernstein. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.

V. Teepee Trail Water Service Discussion

1. Representatives from Teepee Trail were not present at the meeting; therefore, discussion was tabled until next meeting.

VI. Island Brook – Utility Connections

1. Commissioner Steven Bishop invited Island Brook's Attorney Peter Freeman, as well as their engineer Frank Gallagher to discuss utility connections. Attorney Freeman started the discussion by stating that the water side is all worked out; however, more discussion needs to be had regarding the sewer. A comprehensive permit has been issued and approved by the Zoning Board; however, the plans that have been presented to the Water/Sewer Commissioners have been modified over the last few months. Island Brook is hoping for action to be done rather quickly. Frank Gallagher began his presentation by thanking the board on the water approval and sharing his screen to show the updated plans. The change of plans would include coming down 123 and supply services to other properties making the main public, rather than private. They would run a force main and pump down 123 to the interceptor passing at least five properties that could then connect. They would connect to the Sewer at a manhole coming from North Cottage. Superintendent Frank Fournier mentioned that connecting a second private line to another private line would be an issue and they can not approve that. They would also need to talk with North Cottage and get approval from MFN to do this; therefore, this is something that would be out of our control. Another concern Superintendent Fournier had would be running it down 123. Attorney Freeman disagrees with this and stated that his client already paid for this and that the previous Superintendent approved the previous plans stating that Sewer could go in on 123. Commissioner Steven Bishop asked if the previous plans were approved by the Water/Sewer Commissioners, to which Attorney Freeman stated that they were not as they were approved by the Zoning Board as required under Chapter 40B. Superintendent Fournier stated that they are not denying the fact that they have a tri-party agreement, but must have an approved method of moving the wastewater from A to B. Also, they need to show approval from North Cottage and the MFN. He also mentioned that a peer review would have to be done and that the Board of Water/Sewer Commissioners can only sign off on a final set of plans, which these are not. Attorney Freeman asked the Commissioners if his client, Island Brook's Developer Muhammad Itani, and himself could be excused for two minutes to discuss. Commissioner Bishop approved this request. After a few minutes, Attorney Freeman came back on and

stated that he has come to an agreement with his client that they would like approval from the Board. Commissioner Bishop stated that the Board can agree to approve and vote on a final set of plans once they are done. Attorney Freeman is in agreement and will be back next meeting, in the meantime an electronic copy of the plans will be forwarded to the Commissioners.

VII. Weston & Sampson – Water/Sewer Project Updates – Steve Pedersen & Tara McManus

Sewer- Steve Pedersen

1. Weston and Sampson's Steve Pedersen sent out an email earlier in the day with some input regarding Island Brook. Commissioner Steven Bernstein would like to see a set of plans, as he has not seen any. Superintendent Frank Fournier mentioned that they don't have electronic copies, as everything is a hard copy located at the office; however, he will put in a request for an electronic copy. Steve Pedersen began to discuss some options for the Commissioner's to consider for Island Brook to tie into sewer, all depending on the updates that the representatives give during their presentation.
2. Steve Pedersen sent an email to Superintendent Frank Fournier regarding Municipal Complex Sewer options. At some point, they will have to sit with the Town Manager, as well as the Town Planner, to go over these options. The Town Manager is requesting a study, which the Town will pay for, to see what the best option to tie in would be.
3. Weston and Sampson's Steve Pedersen, Superintendent Frank Fournier, and Commissioner Steven Bishop will be attending the EDC meeting the following night to talk about the Comprehensive Wastewater Management Plan. Steve Pedersen will present a PowerPoint with information from the public hearing that was held.
4. An amendment of \$5,000 for the Cobb Street contract was sent over to Superintendent Frank Fournier. The original contract was for \$50,000; however, since the project has not been completed yet, additional funds are needed. Commissioner Steven Bishop asked if further discussion could be had at next meeting so they have some time to look it over before a vote is taken.

Water- Tara McManus

5. Additional test results have been received from Wells 1 and 4, which means the draft reports for the Commissioners to review are being finalized. An informational session will be set up with the Commissioners to look over all the documents and make sure they understand all the engineering involved.
6. Well 3 has 220 linear feet of 12inch ductile iron pipe installed and an application was submitted to DEP for final certification. DEP will be on site Thursday to inspect Wells 3 and 5.
7. Well 5A is waiting for the electrician to finalize everything, which will hopefully be tomorrow. If all goes well, we will be able to start pumping to waste and take a bacteria sample. Once the bacteria sample comes back, we will submit an application to DEP for certification. It is anticipated that Well 5A will be online within the next couple of weeks.

8. As mentioned at last meeting, Dankris won the bid for Replacement Wells 5 and 6. All references checked out, and documentation has been provided to Superintendent Frank Fournier via email. Weston and Sampson recommended that the Board vote to give Superintendent Fournier approval to issue the award letter.

Motion was made by Commissioner James Jardin to allow Superintendent Frank Fournier to sign the intent to award letter to Dankris Builders Corp in the amount of \$598,600. Seconded by Commissioner Steven Bernstein. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.

9. The White Street Water Main designs will be wrapped up in hopefully the next two weeks. Once that is all set, a set of hard copy plans, as well as electronic copies, will be sent to the Commissioners.

VIII. Bills & Correspondence

1. All bills were reviewed, approved and signed.

IX. Topics not reasonably anticipated 48 hours in advance

1. Commissioner Steven Bernstein asked about the Water Filter Rebate Program and wanted to know how many people have taken advantage of it and what the cost of installation would be. Superintendent Frank Fournier stated that only about 3 or 4 residents have inquired and the cost depends on which type of filter they buy and who they have install it.

X. Next Meeting: February 22nd

XI. Adjournment

Motion was made by Commissioner James Jardin to adjourn the meeting at 7:41pm. Seconded by Commissioner Steven Bernstein. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.

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

BOARD MEETING HELD: February 8, 2022

Respectfully submitted,

Brooke Durden
Brooke Durden, Office Administrator

Steve Bishop
Steve Bishop, Chairman

2-22-22
Date Approved

James Jardin
James Jardin, Clerk

2-22-22
Date Approved

Steven Bernstein
Steven Bernstein, Commissioner

2/22/22
Date Approved