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

**Meeting Minutes  
July 26, 2022**

**I. Call to Order by Chair**

The July 26, 2022 meeting of the Norton Water/Sewer Commissioners was held at 166 John Scott Blvd 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, Office Administrator Brooke Durden, and Weston & Sampson's Tara McManus & Steve Pedersen.

Pledge of Allegiance

**II. Minutes**

1. Minutes from the July 12, 2022 meeting were approved.

**Motion was made by Commissioner James Jardin to approve the July 12, 2022 meeting minutes of the Town of Norton 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. Drought Update: As of July 21<sup>st</sup>, we still remain in the Level 2 drought category. Information regarding the drought can be found on our town websites, as well as the digital sign located at the center cemetery on West Main Street.
2. Unauthorized Flow Testing: In the past two weeks, there have been two unauthorized flow tests. Superintendent Frank Fournier, as well as the Commissioners, believe a fine is justified for both locations as listed under the Rules and Regulations of the Norton Water Department Section 5.12.1.

**Motion was made by Commissioner James Jardin to approve issuing a fine to Green Garden Products at 202 South Washington Street in the amount of \$1,250.00 - \$1,000.00 for the fine and \$250.00 for the fee for an unauthorized**

**flow test conducted on July 13<sup>th</sup>. Seconded by Commissioner Steven Bernstein. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.**

**Motion was made by Commissioner James Jardin to approve a fine for Pitney Bows at 15 Leonard Street in the amount of \$1,250.00 - \$1,000.00 for the fine and \$250.00 for the fee for an unauthorized flow test conducted on July 19<sup>th</sup>. Seconded by Commissioner Steven Bernstein. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.**

3. **Approved Flow Testing:** On July 21<sup>st</sup> there was a scheduled flow test that was required by the Fire Department in order to gather system information to design a new building at 1 New Taunton Ave. Due to drought management, this was done outside of our normal peak hours and began at 9pm. We used this test to our advantage by checking chlorine residuals to see the average flow in that area of town which can help us cut down the number of hydrants used during the flushing program.
4. **Dry Water Mains:** The Department received a call from a resident questioning a hydrant that is bagged out of service on Wetherell Way. Superintendent Fournier mentioned that roads that have dry water mains and out of service hydrants are painted black or bagged to show that they are inactive.
5. **Rt. 123 Mass DOT Project:** As part of the upgrades on East Main Street, we have required new hydrants to be installed on the larger main. Yesterday we shut down a portion of the water main so the contractor could perform the cut and cap to the old water main. Notices were hand delivered to those residents who would have been affected.
6. **Bill Dispute:** Last week we received a bill dispute from a resident that was within the 30-day period. This resident called the office stating she received an extremely high bill. Our crew went out to the property and preformed a leak detection resulting in no leak being found. We explained to the resident that the next step would be to remove the meter, send it out to have it tested, and replace it with a temporary one. If the meter comes back accurate, the resident is responsible for paying the test amount which is \$75, as well as the bill in question. Commissioner Steven Bernstein asks for Superintendent Fournier's recommendation to which he states they should follow basic procedure and have the meter sent to be tested, as to which the Commissioners agree.
7. **Assistant Superintendent Updates:** Assistant Superintendent John Harrop stated that all lead and copper results have been received and we have submitted our 90<sup>th</sup> percentile form to Mass DEP. Superintendent Fournier mentioned that once our contract is up with the current lab we use, we may seek another lab due to delays in receiving results.

#### **IV. PGA Tour Charities – Continued Discussion on Transfer of Sewer Rights**

1. Representatives from PGA Tour Charities were not present at the meeting; therefore, discussion was tabled.

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

##### **Tara McManus - Water**

1. Weston & Sampson is working with the Water Department on taking additional samples and will give Mass DEP recommendations on lowering the PH levels.
2. White Street: Gravity Construction would like to start the work immediately; therefore, Weston & Sampson recommended that the Board vote to give Superintendent Frank Fournier and Assistant Superintendent John Harrop approval to issue the Notice to Proceed. Weston & Sampson's Tara McManus also presented the Commissioners with an amendment for the White Street Area Water Main Improvements Contract between the Town of Norton and Weston & Sampson.

**Motion was made by Commissioner James Jardin to authorize Superintendent Frank and/or John Harrop to sign the Notice to Proceed for the White Street Area Water Main Improvement Contracts for Gravity Construction. Seconded by Commissioner Steven Bernstein. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.**

**Motion was made by Commissioner James Jardin to approve amendment one to the agreement for Engineering Services between the Town of Norton and Weston & Sampson for the White Street Area Water Main Improvement Projects for the amount of \$60,600.00. Seconded by Commissioner Steven Bernstein. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.**

3. Wells 5&6: Planning to set up a pre-construction meeting in the near future once a schedule from the contractor is received.
4. Well 4: Waiting for the driller to give us an official start date.
5. Due to updates in the GIS System, there was some confusion between the Water Department and the Fire Department on how the hydrants were labeled. Therefore, Weston & Sampson's Tara McManus thinks it would be a good idea to set up a meeting to make sure both departments have accurate information.
6. Contractor from Dankris reached out to Weston & Sampson regarding payment. Superintendent Fournier mentioned that the check should have gone out a little over a week ago; however, if they reach out again, we will follow up with Town Hall. Commissioner Steven Bernstein asked the department to follow up on this as it is unfair to the contractor.

7. Weston & Sampson's Tara McManus presented the renewal of the standard annual contract for the drinking water side for general services.

**Motion was made by Commissioner James Jardin approve the agreement for general engineering and consulting services related to municipal drinking water issues and assignments for fiscal year 2023 between the Town of Norton and Weston & Sampson Engineers in the amount not to exceed \$50,000.00. Seconded by Commissioner Steven Bernstein. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.**

8. Next Thursday, August 4<sup>th</sup>, we will be meeting with the Town Accountant, as well as the Town Manager, to discuss the funding from ARPA and Congressman Auchincloss. Commissioner James Jardin believes that the department should move forward with the projects regardless of the funding to make sure everything stays on track.

**Steve Pedersen – Sewer**

9. Holly Road & Knollwood: The plans and specs for the generators are in good shape and we are looking at September 8<sup>th</sup> for the Bid Opening.
10. Town Municipal Complex: Weston & Sampson's Steve Pedersen would like to send over the final draft report to the Town Manager as soon as possible. Commissioner Steven Bernstein stated he looked over the report and agreed with Weston & Sampson's recommendations.
11. Norton Public Schools: Weston & Sampson was out at the Yelle School today to complete some tests, as well as inspect the manhole structures. The testing went well and there was no finding of any extraneous flow. A report will be finalized and sent over for review.
12. 314 CMR 16: Superintendent Fournier worked with Weston & Sampson's John Potts to submit the report by the July 6<sup>th</sup> deadline. Superintendent Fournier has received confirmation that it was received.
13. Cobb Street: Weston & Sampson has reached out to the contractor for any updates, which there has been no response. Last we heard, they thought the generator would be shipped in November.

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

1. Commissioner Steven Bernstein mentioned some topics he would like to discuss.
  - a. He sent an email to the Commissioners regarding the water restrictions in Town. Residents in Red Mill Village do not seem to be aware of the drought and is hoping the sign boards in town will help get the word out.
  - b. After doing some research, Commissioner Bernstein discovered that Red Mill has a town owned Sewer line instead of a private owned Sewer line. He wanted to make the Commission aware as it seemed to be news to Superintendent Fournier, as well as the Sewer Foreman.

- c. Commissioner Bernstein is still looking through documents at the Registry of Deeds regarding Campanelli. He will wait to further discuss until their attorney is present.
- d. Red Mill Village received notification that Rustic Fire will be doing some testing and Commissioner Bernstein wanted to make sure the department was aware. He will forward the notice to Superintendent Fournier for clarification on what type of testing will be done.
- e. Commissioner Bernstein questioned if Weston & Sampson's Tara McManus and Steve Pedersen had to be present at every meeting. Weston & Sampson's Steve Pedersen stated that this has been a topic of discussion and they will try and do a better job at gaging if they need to be present or not.

#### **VII. Bills & Correspondence**

- 1. All bills were reviewed, approved and signed.

#### **VIII. Next Meeting: August 9<sup>th</sup> & August 23<sup>rd</sup>**

#### **IX. Adjournment**

**Motion was made by Commissioner James Jardin to adjourn the meeting of the Board of Water & Sewer Commissioners at 7:22pm. 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: July 26, 2022

Respectfully submitted,

Brooke Durden  
Brooke Durden, Office Administrator

Steve Bishop  
Steve Bishop, Chairman

8/02/22  
Date Approved

James Jardin  
James Jardin, Clerk

8-17-22  
Date Approved

Steven L Bernstein  
Steven Bernstein, Commissioner

                      
Date Approved