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

**Meeting Minutes
November 7, 2022**

I. Call to Order by Chair

The November 7, 2022 meeting of the Norton Water/Sewer Commissioners was held at 166 John Scott Blvd and was called to order at 5:31 pm, by Commissioner James Jardin, Acting Chair. Member(s) present: Commissioner Steven Bernstein. Member(s) absent: Commissioner Steve Bishop. 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 October 11, 2022 meeting were approved.

Motion was made by Commissioner Steven Bernstein to approve the minutes of the October 11, 2022 meeting of the Board of Water/Sewer Commissioners. Seconded by Commissioner James Jardin. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye. MOTION PASSES UNANIMOUSLY.

III. Superintendent Updates

1. Water Improvements: Gravity Construction began the White Street Water Main Project on November 1st. This project consists of installing a new 12" Water Main, as well as new water services in that area and adding two Fire Hydrants. Portion of this project did require shutdown of the Water Main; however, letters were distributed to those who would be affected. Superintendent Frank Fournier made comment that there were some minor traffic delays in the area due to one travel lane of Rt. 123 being shut down; however, road services were maintained for the evening traffic. Commissioner Steven Bernstein made comment that he thinks everything is going well, as he is a resident in that area.

2. **Distribution System Flushing:** There were three small Sprinkler Flow Tests that took place this morning at TPC. Everything went well and ran clear. Commissioner James Jardin asked if we are currently at any drought level, as to which Superintendent Frank Fournier responded that we remain in a Level 1. Later this week we will be flowing some of our high-water age areas. We will start in the Plain Street and Pine Street area to help prepare for the 47 Sprinkler Tests that will take place at Wheaton College the week of November 14th. Notifications for the flushing, as well as for the required Sprinkler Test will be posted. We also continue to work with our engineers using a new computer model to indicate areas in town with high water age. With this information, we are able to see areas where water is stagnant or has high water age. Our plan is to do a modified flushing program by using a bleeder system. This will help turn over the water and bring new or low age water to those areas which in turn will hopefully lower TTHM formations.
3. **Assistant Superintendent Updates:** Assistant Superintendent John Harrop gave an update from last meeting regarding the high bill at 21 Juniper Rd. This past Friday, Assistant Superintendent Harrop met at that location with our approved meter testing company, that meets AWWA specs, to remove the meter and have it tested for accuracy. We have received the results which shows the meter from 21 Juniper Rd did test accurate to AWWA standards. The department gave the results to the property owners attorney and is awaiting response. Assistant Superintendent John Harrop also mentioned that the next round of Lead and Cooper samples have been handed out. Also, there will be a hydrant flow test later this week on Leonard Street, as well as a couple of fire pump tests at the end of this month.

IV. Campanelli/TPC – Transfer Agreement Documents Presented for Review

1. Representatives from Campanelli and TPC were not present at the meeting; therefore, discussion was tabled.

V. Resident Bill Dispute Letters Presented to Board for Review

1. The Board of Water & Sewer Commissioners received letters from 65 Freeman Street and 65 South Worcester Street disputing their recent bill. Superintendent Frank Fournier stated that historically the Board would suggest to the homeowner that the meter be sent out and tested for accuracy. Commissioner Steven Bernstein asked if these types of situations could be handled by the Department, rather than having to come before the Board. Superintendent Fournier responded that the procedure for bill disputes is to have a letter addressed to the Board and not the Department; however, normally when the resident calls we do set up a leak detection to see if anything is going on. It was noted that both locations did have leak detections performed and no leaks were found. After some discussion, the Commissioners agreed that the next step would be to have the meter tested. If the meter was found to be inaccurate the Board would then make amends to the homeowner's bill.

VI. Weston & Sampson – Water/Sewer Project Updates

Sewer – Steve Pedersen

1. Holly Road/Knollwood: We did receive additional ARPA funding to move forward with the Knollwood and Holly Road Pump Station Improvement Project. The Intent to Award was issued to the Arden Group, and Weston & Sampson finalized their recommendation. The contracts will hopefully be executed in time to have the Board sign at the next meeting.
2. Cobb Street: Delivery for the new generator has now been postponed until the beginning of March. Weston & Sampson's Steve Pedersen made comment that even though this delay is frustrating, at least the town is just being proactive in getting a new generator and it's not a situation where the current generator doesn't work. We are also looking to get moving on Phase Two, Wet Well Improvements, and will hopefully get going on the design this month. Commissioner James Jardin asked if the generator delay would create an issue with the timeline of the contract. Weston & Sampson's Steve Pedersen responded that we are already beyond the timeline; however, we will issue an extension once we know the contractor has the generator and can put it in.
3. Elm Street Sewer Design: The Town received a grant in the amount of \$320,000 under the Community One Stop for Growth Grant Program through Housing and Economic Development for the design of sewer on Elm Street. The biggest issue is the Reed & Barton property; therefore, we will be meeting with the Town Manager to see how we can move forward with using the grant, as well as how this would impact the Municipal Complex Project. Commissioner Steven Bernstein asked if there was money for construction, as to which Weston & Sampson's Steve Pedersen responded that this grant only covers the design part; however, if this project moves forward then they can apply for a grant for construction.
4. Norton Public Schools: Weston & Sampson is wrapping up the report for the I/I analysis for the Yelle School.
5. Sewer Connection Fee: There has been some discussion regarding the current sewer connection fee and increasing it to match the betterments amount. Weston & Sampson's Steve Pedersen mentioned that this is something that would need to be further discussed at a future meeting, and then at a public hearing. Commissioner Jardin stated he thinks this is an excellent idea.

Water – Tara McManus

6. White Street: As Superintendent Fournier mentioned earlier, the project is going well. The plan is to have everything installed and be ready to pressure test and chlorinate so that the service installation can possibly start next week. Hopefully, the project will be wrapped up by next Friday.
7. Wells 5 & 6 Replacement Project: Weston & Sampson's Tara McManus mentioned that she saw some good movement on site. Hopefully within the next couple of weeks we will have a better idea on when testing can be done. Assistant Superintendent John Harrop asked how long the approval period would be when construction is done at 6A. Weston & Sampson's Tara McManus responded that

where we already received the original construction application approval, the turnaround time should be shorter.

8. Water Quality Sampling: As Superintendent Fournier also mentioned earlier, Weston & Sampson is working alongside for the Water Quality Sampling and will do an evaluation on the TTHM.
9. South Worcester & East Hodges Street Area Water Main Project: There are no updates as we are still in the design phase.

VII. Topics not reasonably anticipated 48 hours in advance

1. Commissioner James Jardin wanted to remind residents that Election Day is tomorrow.

VIII. Bills & Correspondence

1. All bills were reviewed, approved and signed.

IX. Next Meeting: November 22nd

X. Adjournment

Motion was made by Commissioner Steven Bernstein to adjourn the meeting of the Board of Water & Sewer Commissioners at 6:15pm. Seconded by Commissioner James Jardin. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye. MOTION PASSES UNANIMOUSLY.

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


BOARD MEETING HELD: November 7, 2022

Respectfully submitted,


Brooke Durden, Office Administrator

Steve Bishop, Chairman

Date Approved


James Jardin, Clerk

11-22-22

Date Approved


Steven Bernstein, Commissioner

11-22-22

Date Approved