

RECEIVED
NORTON TOWN CLERK

2024 FEB -7 AM 10:47

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

**Meeting Minutes
December 12, 2023**

I. Call to Order

The December 12, 2023 meeting of the Norton Water/Sewer Commissioners was held at 166 John Scott Blvd and was called to order at 5:32pm, by Commissioner Steve 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, Weston & Sampson's Steve Pedersen and Tara McManus, and Valentine Tool co-owner Larry Valentine.

Pledge of Allegiance

II. Minutes

1. Minutes from the October 10, 2023 meeting were approved.

Motion was made by Commissioner James Jardin to approve the Water/Sewer Commissioners meeting minutes of October 10, 2023. Seconded by Commissioner Steven Bernstein. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.

III. Superintendent Updates

1. Abatement Request: One of the lease towers in Town terminated their agreement back in April and DISH will now be taking over that account. There is still a balance left from the previous lease as the full agreement amount is committed at the beginning of every Fiscal Year. Where this agreement was terminated mid Fiscal Year, the remaining balance will need to be abated. Per the agreement, payment is based on the time that they remain occupying the space. After some discussion, the Commissioners agreed to abate the remaining balance on the account to be able to transfer the account into the new lease company.

Motion was made by Commissioner James Jardin to approve an abatement for account 9011 in the amount of \$9,849.77 due to termination of lease. Seconded by

Commissioner Steven Bernstein. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.

2. PFAS Public Notice: A public notice for the PFAS exceedance was mailed, as required by Mass DEP, on November 20, 2023. On October 30th, the initial violation was reported and the Well was taken offline. Superintendent Frank Fournier, as well as Assistant Superintendent John Harrop, worked on simplifying the original public notice, which was approved by Mass DEP. Superintendent Fournier stated that we only received a few phone calls; however, social media was pretty active. Commissioner Steven Bernstein asked if we responded to anything that was on social media, to which Assistant Superintendent Harrop stated that he did. Superintendent Fournier also wanted to let the residents know that the Well was taken offline to help remove the threat; however, there is a possibility that it may have to go back online before a remedy is actually in place. If that happens, additional notices will be sent out to let the residents know what is being done for corrective actions. Commissioner Steve Bishop stated that this stuff has been in our water system for many years but the levels keep changing and every town is dealing with these exceedances. Superintendent Fournier added that another concern is the actual EPA limit being changed to 4ppt which most labs are not able to test to that amount.
3. Update on Well 1: We have been speaking with DEP about potentials for increasing capacity from Well 1. As of October 30th, when Well 3 went offline, the way the Distribution System functions has drastically changed from now having two Wells offline. Superintendent Fournier stated that everything that is coming through the Treatment Plant is coming from Wells 4, 5, and 6 and has actually changed the direction of the flow. Due to the change in flow, we have seen lower chlorine disinfection residuals in the Distribution System; therefore, we have had to increase the chlorine amounts leaving the Treatment Plant. Well 1 will be getting cleaned and back to its original capacity of 200 gallons per minute this week, as we didn't feel comfortable waiting to hear from DEP about the potential to increase the capacity. Our goal is to have Well 1 up and running by the end of this month, or first thing next month. Superintendent Fournier stated that even with Well 1 running at its original capacity, we will still need Well 3 up and running by Spring due to system demand. Commissioner Steve Bishop asked if we were looking at a temporary PFAS system on-site, to which Superintendent Fournier stated that we are looking at numerous options, but the main focus right now is a potential blended system bringing in Distribution Water to Well 3 and mixing it with the water coming out of the ground before it goes back into the Distribution system.
4. Lead & Copper Samples: Assistant Superintendent John Harrop stated that we are working on our Lead & Copper Sampling and unfortunately, he doesn't think that we are going to be able to get our 60 samples as required by Mass DEP. The reason for that is some residents simply do not want to participate or the samples are invalid because of residents having point of entry filters. Assistant Superintendent Harrop stated that we are going to have to look at expanding the sampling list; however, there are not a lot of houses that fit into the criteria. Superintendent Fournier also stated that we are going to try to get down to 30 samples, which we were at previously before Wells 5 & 6 were online. EPA is beginning to roll out the Lead Service Line Compliance Program which means we will have to identify all of our service lines and make sure they're none-lead. Superintendent Fournier stated this

will be a lot of work for the Department, as well as money that will need to be spent to do the digging to get this information.

5. Balfour Farms: Superintendent Fournier stated that both peer reviews have been completed and the next step would be for the Commissioners to vote on the acceptance of the plans at the next meeting. Superintendent Fournier asked the Commissioners if they felt that an actual written MOA was necessary for this development, as it has been done in the past with larger developments. Commissioner Jardin asked for clarification of an MOA, to which Superintendent Fournier stated it would typically list the sizes of the connections and fees associated with it, how many houses with Water and Sewer, and if the Board had agreed to alter/waive any fees for any reason being improvements that were given to the Town or an extension that was added above and beyond. Commissioner Bishop stated that it makes sense to have an MOA, to which the other Commissioners agreed.
6. Generator Updates: Knollwood and Holly Road generators are in place but are not operational due to gas not being hooked up yet. Superintendent Fournier stated that he signed a road opening permit for the gas company last week for Knollwood; however, he has not heard anything about Holly Road. The Contractor was out at both locations to wire a transfer switch. After they did that, we wanted to verify that both backup systems still worked. Superintendent Fournier stated that the generator motor at Knollwood worked flawlessly; however, the tow behind generator that went down to Holly Road did not work at all. It turns out the circuit board came unplugged while the unit was in transit but is working fine now that it is plugged back in. Superintendent Fournier mentioned that there was another generator issue at 157 Mansfield Ave that is still not resolved. The generator keeps blowing a fuse which tells the phase monitor if it has line power or not, which is a very dangerous situation.

IV. Weston & Sampson – Water/Sewer Project Updates

Sewer – Steve Pedersen

1. Knollwood/Holly Road: As Superintendent Fournier previously mentioned, we have heard from the gas company and they are planning to start the work at Knollwood; however, we have not heard about Holly Road. Weston & Sampson is recommending approval of Pay Application #5 that the Contractor has submitted for the work they have done so far.

Motion was made by Commissioner James Jardin to approve Payment Estimate #5 to the Ardent Group in the amount of \$14,250 for the Knollwood and Holly Road Pump Station Improvements. Seconded by Commissioner Steven Bernstein. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.

2. Cobb Street Phase I: The breaker is scheduled to be installed on December 19th, which should be the final piece for Phase I. They have asked to shut the Cobb Street Station down for about an hour in order to complete the work; however, they were told they could not as the pump station needs to be able to run while the work is done. Therefore, the plan is to tie the pump to the temporary generator while they complete the electrical work.
3. Cobb Street Phase II: Weston & Sampson's Steve Pedersen presented the contract for execution and requested that the Commissioners, as well as the Town Accountant, sign it.

Once we get the Town Accountant's signature, we can issue the Notice to Proceed with an official start date, which is usually within 10 days of the Commissioners signing the contract.

4. Peer Reviews: Weston & Sampson has sent a Peer Review contract to 0 Reservoir Street, and will proceed once they receive the signed contract. A contract has not been sent over to 0 Mansfield Ave yet, but Weston & Sampson will begin to work on it.
5. Weston & Sampson's Steve Pedersen mentioned that part of the Elm Street project was to update the GIS map for Sewer and he would like to set up a meeting to go over some information for that.
6. Weston & Sampson's Steve Pedersen also mentioned that they are trying to wrap up a memo for the schools in terms of giving them a preliminary idea of what type of infrastructure they need and what the cost would be to convert the treatment plant at the Middle School into a pump station. Mr. Pedersen stated that they also have the ability to do the same at the JCS.

Water – Tara McManus

7. As Superintendent Fournier mentioned earlier, Weston & Sampson has been working under the General Engineering Services Contract and has been providing some general consulting. The General Engineering Services Contract runs through June 30th, and as of November they have spent about ¼ of the budget.
8. Weston & Sampson have made some GIS edits on the Water side with some labeling and will have some updated mapping for the Department.
9. South Worcester & East Hodges Street Area Water Main Project: Weston & Sampson has received some comments from the Water Department and will make some minor updates and get prepared to go out to bid. The intent is to bid this Winter and have executed contracts by April 15th. Weston & Sampson's Tara McManus stated that this project will take roughly a year and we are just waiting on the final signatures from DOT and the railroad but we did receive the permit. Ms. McManus presented the Commissioners with amendment #1 in the amount of \$378,400

Motion was made by Commissioner James Jardin to approve amendment #1 for Engineering Services between Town of Norton and Weston & Sampson Engineers for the South Worcester Street & East Hodges Street Area Water Main Improvement Projects in the amount of \$378,400. Seconded by Commissioner Steven Bernstein. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.

10. Weston & Sampson's Tara McManus sent the Contracts for Cottage Street over to the Commissioners for review after the last meeting. One contract is for design/study of the elevated tank and the other is for the design of an aeration system in the ground storage tank.

Motion was made by Commissioner James Jardin to approve the agreement for Engineering Services between Norton and Weston & Sampson for the Cottage Street Tank Improvement Projects in the amount of \$185,000. 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 the agreement for Engineering Services between Norton and Weston & Sampson for the Cottage Street ground storage tank aeration project in the amount of \$65,000. Seconded by Commissioner Steven Bernstein. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.

11. Comments have been provided on the plans for Balfour Farms and the contract with them has been closed out.

V. Topics not reasonably anticipated 48 hours in advance

1. Larry Valentine, part owner of Valentine Tool, came before the Board to discuss a possible sewer connection to his business at 171 West Main Street. Mr. Valentine first wanted to start by thanking Commissioners for giving him the opportunity to speak at tonight's meeting, as well as thanking the Water Department for dropping off a notice letting them know their recent usage was extremely high. Mr. Valentine stated the reason for the high usage was part of the reason he was here tonight. Upon taking a ground sample of the area around the septic system, they found traces of TCE which is an industrial solvent. Mr. Valentine stated they have worked with an Environmental firm, as well as filed necessary documentation with DEP, and are now undergoing remediation. One option would be to do a hot thermal injection; however, that would destroy the septic field. Therefore, Mr. Valentine would like to know what his options would be if he had to tie into Sewer and what would be involved in extending the Sewer line from 120 West Main Street. Weston & Sampson's Steve Pedersen mentioned that the comprehensive Waste Water Management Plan does include Sewer being extended to North Worcester Street; however, there is no timeline for that. Mr. Pedersen stated that if the sewer needed to be extended to Valentine Tool's property, the Town would want to see that the properties along the way could tie in and that the Town could pick it up and continue the extension consistent with their plan in the future. Mr. Valentine asked if the betterment fee for all of the properties in between would be something the Town would decide. Mr. Pedersen responded that betterments are for municipal extensions, so if it is privately funded the Town cannot assess betterments and residents would only need to tie in upon a Title V violation. Mr. Valentine then asked for an estimate on what the extension would cost, as to which Mr. Pedersen stated it would be hard to give an estimate based on the different factors that are involved, one being that the property is located on a state road so there are different costs associated with that. Mr. Pedersen mentioned that the schools may be the best option, as the Middle School abuts Valentine Tool, and Weston & Sampson is working on a feasibility study with them about turning their treatment plant into a pump station. Commissioner Steven Bernstein asked if the Commissioners could authorize Weston & Sampson under the General Contract to spend some time with the owners of Valentine Tool to come up with a plan. Superintendent Fournier stated that he has no objection and thinks that is a good idea, to which all Commissioners agreed.

2. Assistant Superintendent Harrop stated that he will be sending Weston & Sampson's Tara McManus and Steve Pedersen an email from Town Hall about an audit on the White Street Project. They are looking for our bidding procedures, as well as some copy of the bids.

VI. Bills & Correspondence

1. All bills were reviewed, approved and signed.

VII. Next Meeting: Tuesday, January 9th

VIII. Adjournment

Motion was made by Commissioner James Jardin to adjourn the meeting of the Board of Water & Sewer Commissioners at 7:32pm. 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: December 12, 2023

Respectfully submitted,

Brooke Durden
Brooke Durden, Office Administrator

[Signature]
Steve Bishop, Chairman

Date Approved

[Signature]
James Jardin, Clerk

Date Approved

Steven L Bernstein
Steven Bernstein, Commissioner

Date Approved