

NORTON TOWN CLERK

Board of Water & Sewer Commissioners
166 John Scott Blvd., Norton, MA 02766
February 9, 2021

FEB 24 2021
11:12 AM
RECEIVED

Meeting called to order at 5:33pm.

Attendance: Superintendent Frank Fournier, Commissioner Luke Grant, Commissioner Steve Bishop, Weston & Sampson's Steve Pedersen and Tara McManus

Superintendent Updates

Cell Tower Upgrades

The board has requested a \$2 million blanket policy with the town water department and the town named on the policy. That has since been provided by the company requesting to do upgrades. Superintendent Frank Fournier requests permission to sign off on the "authorization to commence work" letter that they have requested. They will be selecting contractors to do the work once they have received that letter in hand. They will then provide the town with copies of each individual contractor's insurance, as requested.

Commissioner Luke Grant requests that they be informed on days that work will be going on so that the Norton Water & Sewer Department can have a representative checking in a few times a day in case they are needed for any reason. Superintendent Fournier confirms that there is a site visit in the works with the company once the snow clears. He then asks for a board vote about the letter. Commissioner Grant confirms that a vote is appropriate for this (**See Motion 1**).

Property

There is a parcel of land along Pine Street and has some frontage on Crane Street that is available for purchase. This property would be a potential source for an additional well. It is in the Taunton River basin which is one of the less stressed aquifers compared to the Canoe River aquifer. Superintendent Fournier asks if any of the other board members have dealt with purchasing property in the past.

Commissioner Grant says he believes there may have to be a town vote, but he is not positive at this time. He says it is a good idea to go ahead and send the town manager an email telling him that it should be looked at for a potential source for a new well.

Commissioner Bishop agrees and notes that the parcel is almost eleven acres of land. He asks if there is another parcel on Crane Street that is almost two acres and Superintendent Fournier confirms that is correct and that it is totally separate from the first parcel on Pine Street. It is noted that it may be good to have for an egress.

Superintendent Fournier states that he does have emails and calls out looking for as much information about it now.

Commissioner Grant brings up asking for a comparable appraisal by two or three licensed appraisers. The reason for this is that the town gets the first rate of refusal at market value in 61A. Commissioner Bishop confirms that is correct. The board continues to discuss how the process would go in trying to get the parcel and discuss grant writing briefly.

Sewer Flow Meter

The sewer department spent a few days over the past couple of weeks with their meter technician in the field at the school pump station trying to fit it for a meter that is designed for the smaller discharge. They did settle on one meter that has what an option called a "Forced Zero". This will allow the totalizer to be electronically stopped to avoid false readings. This will allow for the highest accuracy for the schools connected to it. The meter has been ordered and should be delivered soon. Install will be scheduled as soon as it arrives.

Well 4 Generator

The Well Four generator has been delivered to Norton, MA. Snow removal must be performed before work can begin, but it will be started within the next couple of weeks and then they will keep up with the snow as needed. This means that the rental unit will no longer be needed in the near future.

Weston & Sampson

Steve Pedersen - Sewer

West Main Street Sewer

Construction has stopped for the season since the last meeting. The numbers have been reviewed. There is a financial update. To date, the incurred total on the project is \$6.2 million. There is about \$400,000.00 left to finish the project. Most of the work left consists of the final paving in the spring. This will bring the total to an estimate of \$6.6 million to complete the full project versus the \$6.8 million that is currently in appropriations.

The eight SRF Reimbursement Request is currently being submitted by Weston & Sampson for about \$210,000.00. He reminds the board that the monies collected from the SRFs and the Housing Authority are in an account being used to pay the bills as they come in for payment. This SRF will make that account balance raise to about \$250,000.00. They will request more reimbursements as needed.

He brings up the loan and that the SRF loan will close April 28, 2021. It will then go to long-term borrowing and repayment will start in July of 2021. They will be just interest payments. In January 2022, the first principal and interest payment on the loan will be due. He states that there needs to be discussion started about the collection of the monies to have them in place to pay the loan over the next twenty years. This will come from a combination of betterments, the school's share of the money (taxes) and the money collected through the APN. He suggests a work session with the town manager included to discuss finances. He asks if Commissioner Grant thinks that works.

Commissioner Grant confirms that they should all get together with a few other people involved, as well as the town manager, to discuss the finances.

Amendment for Engineering Services of Weston & Sampson

An amendment is presented for the continued services of Weston & Sampson. The amount of the amendment is for \$28,800.00. This covers the finance work, the on-site services for the final paving and coordination that will be needed until completion of the West Main Street Project.

This will go through the implementation of the financing. A vote is requested (**See Motion 2**). The Housing Authority is working on connecting into the line now.

195 Mansfield Avenue Peer Review

The one-time peer review has been performed for the developer at 195 Mansfield Ave. and the hours have been separated and billed out at about \$3,300.00.

Cobb Street

Seventy-five percent of the design documents have been submitted on the current upgrades for the generator replacement and electrical wiring improvements. Time is needed when the replacement will happen that there will be no power at the station. The pump will need to be bypassed in order to perform the replacement. They discuss possible solutions that involve timing, pumping down the wet wells and a few other ideas. The aim is to avoid the costly bypass option.

Tara McManus - Water

Water Treatment Plant

Weston & Sampson set up a site meeting with the operators and Methuen Construction on January 28, 2021 to review the remaining items on the punch-list. Many of the items were crossed off as completed. There are a few outstanding items on the list. The recycle tank is one of the items. They have found a new water-proofing expert that they brought out to the site a few times. They plan to dry out the tank this week and waterproof some areas that need it next week. The new water-proofing expert has indicated that it should be completed by the end of next week. There was a visit scheduled to the well stations, but it is unsure if that was possible with the weather and snow. There was some work, by the operators, at well three that might have precluded the contractor from getting out there to perform some vibration analysis review. Preparation is being done to make sure everything is in place at well five for when the pump is pulled to have the bushings replaced. This preparation is to minimize the downtime at well five. It was made clear on the day of the meeting that the contractor needs to have a solid plan before returning to the site to proof the tank and pull the pump. Tara is waiting for a written plan from the contractor. Some record drawings for as-builts have been sent over from the contractor for review. However, they are incomplete in certain areas. They did go out with ground penetrating radar to search for and locate some buried pipes.

Wells 5 & 6 Replacement

The driller has been working at well 6. They are almost done with the 54-inch casing. They are in the clay layer, so it takes a little more time. After that, he will start on the 48-inch casing. The screen is either on the way or already delivered to the driller's shop. Installation of the screen will begin once the well is complete. Tara explains the steps after it is complete. The time-frame left to completion is estimated at the end of spring. The board discusses the possibility of expediting the process. Tara says she will check with the project team and get back to the board on whether the time-frame can be expedited or not.

AWIA

This is the EPA requirements for water across the United States of America. According to AWIA requirements, a Risk and Resiliency assessment was required to be provided by June 30, 2020. and updates to the Emergency Response Plan are required by the end of this calendar year of 2021. Tara emailed a scope of services over to the board for approval. The total fee would be not to exceed \$32,050.00. This would cover the two reports as well as public outreach and training for town officials to go over the Emergency Response Plan and train everyone on it. She explains how the scope is set up and asks for Frank to sign for approval, if that is possible. The board states they have not looked at it and Commissioner Grant tables it for the next meeting. It is stated that it is a requirement by federal law to have this all done. They discuss the purpose of the tests.

See Motion 3

Motions

Motion 1: Cell Tower Upgrade

Commissioner Steve Bishop makes a motion to have Superintendent Frank Fournier sign the appropriate forms for this job to be done completely.

Commissioner Luke Grant states that he will second the motion for this one case.

All in favor: Commissioner Grant - aye.

Commissioner Bishop - aye.

Motion passes.

Motion 2: Amendment for Weston & Sampson Engineering Services

Commissioner Steve Bishop makes a motion to pay Weston & Sampson \$28,800.00 to complete the tasks at hand with regard to the West Main Street Project.

Commissioner Luke Grant seconds the motion.

All in favor: Commissioner Grant - aye.

Commissioner Bishop - aye.

Motion 3: Meeting Adjournment

Commissioner Steve Bishop makes a motion to adjourn the meeting.

Commissioner Luke Grant seconds the motion.

All in favor: Commissioner Grant - aye.

Commissioner Bishop - aye.

Meeting adjourned at 6:18pm.

Next Meeting February 23, 2021



TOWN OF NORTON

Water & Sewer Department

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BOARD OF WATER/SEWER COMMISSIONERS

ACCEPTED AND APPROVED MINUTES FOR THE MEETING HELD: 2/9/01

Respectfully submitted,

Victoria Nye Brown
Victoria Nye Brown

[Signature]
Luke Grant, Chairman

[Signature]
Steve Bishop, Clerk
