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

**Meeting Minutes
September 26, 2023**

I. Call to Order

The September 26, 2023 meeting of the Norton Water/Sewer Commissioners was held at 166 John Scott Blvd and was called to order at 5:36pm, 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, Weston & Sampson's Tara McManus, Habitat for Humanity's Representative Michael Toole, and Balfour Farm's Owner Al Endriunas.

Pledge of Allegiance

II. Minutes

1. Minutes from the August 8, 2023 meeting were approved.

Motion was made by Commissioner James Jardin to approve the August 8, 2023 meeting minutes of the Board of Water and Sewer Commissioners. Seconded by Commissioner Steven Bernstein. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.

III. Discussion about Sewer Connection Wording

1. Representative from the Planning Board was not present at the meeting; therefore, discussion was tabled.

IV. Superintendent Updates

1. Public Reminder Notices: Superintendent Frank Fournier stated that on August 18th, a total of 963 letters were sent out for outstanding bills for Fiscal Year 23. The letter stated that payment was required before September 21st in order to avoid the Demand Fee that the Board has previously voted to add. At that time, 521 accounts

- were still delinquent and received the \$15 Demand Fee. The letter also stated that if the outstanding amount was not paid by December 1st, an additional fee of \$50 would be charged and a lien would be posted to the property's Real Estate taxes. Superintendent Fournier stated that last year we had 497 accounts go to lien.
2. Abatements: A closing took place for 143 Burt Street back in June, around the same time the quarterly readings were done; however, the Closing Attorney never notified us of the closing date. Therefore, the amount on the MLC was incorrect and never updated. Also, there were closings that took place for 7 Allen Drive, 16 Country Club Way and 87 Richardson Ave during the time when the new rates went into effect for FY24. It was discovered that after the final water amounts were provided on the MLC, that the bill amounts were not updated correctly on our end. Therefore, the above errors resulted in a balance left on these accounts and in order to rectify the Department's errors, we are asking to Board to approve these abatements.

Motion was made by Commissioner James Jardin to abate \$12.08 for the final bill for 143 Burt Street Unit #5. 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 abate \$17.08 for 7 Allen Drive, \$4.50 for 16 Country Club Way, and \$3.38 for 87 Richardson Ave from the final bill amounts. Seconded by Commissioner Steven Bernstein. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.

3. Resident Letter: A resident sent in a letter to the Board asking for assistance with a high Water and Sewer bill. The resident was notified during our reading process of a potential leak due to their usage being above average. A leak detection was performed and it was found that the resident had a leak on one of their outside faucets that went unnoticed. The Water from the hose did not enter into the Town's Sewer System and as it's been done in the past, Superintendent Fournier believes an adjustment to the Sewer portion of the bill is justified.

Motion was made by Commissioner James Jardin to abate the Sewer bill of 17 North Highland Road in the amount of \$739.75 minus whatever the average Sewer bill is of the last three billing cycles. Seconded by Commissioner Steven Bernstein. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.

4. Discussion on PFAS: Superintendent Frank Fournier stated that the Town Manager signed on with NSPR Law for PFAS and PFOA litigation services. They have requested the sample results, as well as the pumping records, for the past 10 years. Superintendent Fournier mentioned that to date, Norton has been very fortunate and has not violated the old PFAS 6 level of 20PPT at any of its sources. As previously discussed, that level could be changed to 4PPT which could cause Norton, as well

as many other Towns, to have an exceedance in the near future. Commissioner Steve Bishop stated that if the 4PPT is enforced, every Town will be in violation and will be looking for the same product which will cause product delays or be extremely expensive. Superintendent Fournier stated that they will need to have a meeting to discuss and determine what the best course of action to take will be when this happens.

5. Discussion about the Newland Street Pipe Break: On August 30th, around 6:30am, employees responded to calls for low pressure and no water in the Newland Street area. Upon arrival, crews found that there was a pipe failure at the Water main feeding Kings Lane. Water was turned off around 6:45am and unfortunately, based on the pipe and where it failed, the affected area was large. The repair was not a simple one; however, Water service was restored later that afternoon and crews remained in the area flushing air from the system until around 9:30pm.
6. Fire Pump Testing Schedule: The two Fire Pump Tests that were scheduled for Bernie and Phyl's on August 24th at 8pm did not take place. The building contact person never showed up so the Fire Suppression Company called it off. The Fire Pump Tests were rescheduled and ran on Thursday, September 21st. It was supposed to start at 7pm; however, it was delayed to around 9pm due to issues with setup. Our crew remained onsite after the pump tests and flushed the Water Main from Leonard Street to the Town line. Superintendent Fournier stated that there was no significant debris present, but there was a slight tea color that quickly cleared. Commissioner Bishop asked if we back charge when we perform Fire Pump Tests on overtime, to which Superintendent Fournier stated that we do. Superintendent Fournier also mentioned the following scheduled upcoming Flow Tests: Fire Pump Test at 42 Leonard Street Fire Pump Test on September 27th at 9am, Fire Pump Test at 196 Mansfield Ave on October 5th at 9am, and Fire Hydrant Flow Test at 308 East Main Street on October 11th at 7pm.
7. Habitat for Humanity Fee Discussion: Superintendent Fournier invited Michael Toole to discuss the Sewer Connection Fee for Habitat for Humanity. Mr. Toole wanted to start off by thanking the Town for donating the property to Habitat for Humanity. A fee of \$3,850 was already paid to the Sewer Department as part of the Sewer Connection fee for an additional bedroom. Mr. Toole is asking the Commission to consider refunding that fee so Habitat for Humanity can use that money towards materials for building the house. Superintendent Fournier suggested that the Commissioners also consider waiving any additional Water and Sewer connection fees associated with this Habitat for Humanity home. Commissioner Steven Bernstein stated that he used to be on the Board of Directors for the South Shore Habitat for Humanity and Towns were always generous in waiving fees for projects like this.

Motion was made by Commissioner James Jardin to refund to Old Colony Habitat for Humanity the amount of \$3,850 for their Sewer Connection. 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 waive upcoming Water Connection fees for same address, Old Colony Habitat for Humanity. Seconded by Commissioner Steven Bernstein. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.

8. Distribution System Flushing: Crews have been out all summer flushing hydrants to help turn the water over at medium to low volume throughout the Distribution System. Superintendent Fournier mentioned that we do not intend on performing a full town wide fall flush since the water quality has improved and is where it needs to be.
9. Balfour Farm: Balfour Farms owner, Al Endriunas, came before the Commissioners to ask for approval to begin the installation of the Water and Sewer mains, even though the final plans have not been approved yet. Superintendent Fournier mentioned that although the Rules and Regulations state that the Board has to approve the final set of plans for the project before they're able to move forward, he doesn't see any negative in allowing Mr. Endriunas to begin the installation process. Superintendent Fournier stated that techs will be onsite inspecting the work. After some further discussion, the Commissioners made a motion to allow Balfour Farms to move forward.

Motion was made by Commissioner James Jardin to allow the Balfour Farms Project to begin construction and authorize them to have a full peer review through Weston & Sampson for Water and Sewer. Seconded by Commissioner Steven Bernstein. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.

10. 0 Reservoir Street: Weston & Sampson completed the preliminary review and is now seeking the Boards approval to complete a full review. Weston & Sampson's Steve Pedersen stated that after completing the preliminary review he had some concerns with the elevations because when the pumps turn off it will be hard to keep the pipes from draining and then when they turn back on, its going to throw the readings off. Once Weston & Sampson is approved to complete a final peer review, they will look at different options to come up with a solution. Commissioner Steven Bernstein asked if this could be done within a couple of weeks, to which Weston & Sampson's Steve Pedersen and Tara McManus stated it could. Ms. McManus stated that they have done the initial review on the Water side and would just need to compile an official letter with any recommendations the Department may have.

Motion was made by Commissioner James Jardin to have Weston & Sampson do a peer review for 0 Reservoir for Sewer. Seconded by Commissioner Steven Bernstein. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.

11. Leonard Street: There will be an article presented at the upcoming Town Meeting by Condylne to ask for the road leading up to the Yale Building to become a Town accepted road. For us, that would mean we would be accepting ownership of the newly installed water mains that connect Leonard St to Janet St, as well as accepting and adding five new fire hydrants to our Distribution System. The Sewer mains and Sewer Pump Station will remain privately owned.
12. Capital and Finance Committee: Superintendent Fournier and Assistant Superintendent Harrop recently attended the Capital Committee to ask for support for an additional \$100,000.00 to be taken out of the Sewer retained earnings to fund Phase II at Cobb Street. They also attended the Finance Committee to ask for support because our budget needs to be amended due to contract negotiations. Both of these requests will be articles presented at the upcoming Town Meeting.
13. Assistant Superintendent John Harrop mentioned that the F600 dump truck that was ordered back in December was finally delivered today.
14. Cottage Street Ground Storage Tank Aeration System Discussion: Superintendent Fournier and Weston & Sampson's Tara McManus have been discussing going out to bid for the aeration system. Superintendent Fournier stated he recently spoke to a representative from a company that installs these and they were questioning the purpose of the aeration and not having a mixer, to which Weston & Sampson's Tara McManus stated that the original quote was for both. While on the topic of the Cottage Street Ground Storage Tank, Superintendent mentioned that the Select Board granted an easement back in the 80's to the property that was behind. That property owner is now looking for the easement to be moved so they can gain access and would like to do either a solar farm or build some houses. Superintendent Fournier stated that the Department would be willing to give up the easement because it serves no purpose to anyone by being there. He also mentioned that is the site where we want to do an investigation to move and put a new elevated tank.

V. Weston & Sampson – Water/Sewer Project Updates

Water – Tara McManus

1. Weston & Sampson's Tara McManus stated that a whole storage study was done at the elevated tank on Cottage Street. Weston & Sampson is in agreeance with Superintendent Fournier that the tank should be replaced, rather than just painted; however, it is conditional on having land. Commissioner Steve Bishop asked if the existing tank would be dismantled, to which Ms. McManus stated it would have to be discussed but if there is enough land to keep both operational then they would.
2. Wells 5 & 6: Weston & Sampson's Tara McManus stated that they have moved forward with the actual application for Auchlincloss/EPA but will set up a meeting next week to clarify some more things. Ms. McManus thinks that at this point, we should move forward with Well 4 and get three quotes for the drilling portion of the work, which would be reimbursed under the funding, the engineering portion would be paid directly on our end. There will hopefully be an update next meeting on the funding.

3. South Worcester & East Hodges Street Area Water Main Project: The Railroad stated that they would give us an update by the end of the week on where they're at. Weston & Sampson's Tara McManus provided the Design plans for the Final Review. The approved plans were presented to the Conservation Commission and we received the Order of Conditions. Ms. McManus will be able to provide more information on the timing of this project once she receives an update from the Railroad.

Sewer – Steve Pedersen

4. Cobb Street Phase I: Since the last meeting we have done the official startup, and we are now operating on the new generator. The only thing left to do at that site is the lights in the Wet Well, which they are scheduled to do soon.
5. Cobb Street Phase II: The Bid Opening was held on August 10th. There were three bidders, and letters were sent to them asking to extend their bids until November 7th because we need to get the additional money approved at the October 23rd Town Meeting before we can award the winner. However, the recommendation to award has already been sent pending funding.
6. Holly Road/Knollwood: The generators are still scheduled for delivery in November.
7. Elm Street Sewer Design: Weston & Sampson went out to survey the area last week. Assistant Superintendent Harrop asked if there was a preliminary estimated cost for this project, to which Weston & Sampson's Steve Pedersen stated that he thinks it is right under \$5,000,000.

VI. Topics not reasonably anticipated 48 hours in advance

1. Commissioner James Jardin noticed some new asphalt patches on the Department's driveway and was wondering if we would want to consider paving it. Assistant Superintendent Harrop stated that he has been doing some research on that within the last month. However, cost is an issue so they don't think the whole driveway would be paved.
2. Commissioner Steven Bernstein asked how long the new Highway Superintendent has been with the Town. Assistant Superintendent Harrop stated he was the Highway Department's previous foreman and has been with the Town for about 10 years.

VII. Bills & Correspondence

1. All bills were reviewed, approved and signed.

VIII. Next Meeting: Tuesday, October 10th

IX. Adjournment

Motion was made by Commissioner James Jardin to adjourn the meeting of the Board of Water & Sewer Commissioners at 7:05pm. 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: September 26, 2023

Respectfully submitted,

Brooke Durden

Brooke Durden, Office Administrator

Steve Bishop, Chairman

Date Approved

James Jardin

James Jardin, Clerk

11-14-23

Date Approved

Steven L Bernstein

Steven Bernstein, Commissioner

11-14-23

Date Approved