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

**Meeting Minutes
October 10, 2023**

I. Call to Order

The October 10, 2023 meeting of the Norton Water/Sewer Commissioners was held at 166 John Scott Blvd and was called to order at 5:30pm, by Commissioner Steve Bishop, Chair. Member(s) present: Commissioner James Jardin and Commissioner Steven Bernstein. Also in attendance: Superintendent Frank Fournier, Office Administrator Brooke Durden, Weston & Sampson's Steve Pedersen, and Weston & Sampson's Tara McManus via zoom.

Pledge of Allegiance

II. Minutes

1. No Meeting Minutes were reviewed or approved.

III. Discussion about Sewer Connection Wording

1. Superintendent Frank Fournier stated that there has been some confusion regarding the wording of the Sewer Connection articles, but has received clarification from Council. If a system is municipally funded then it has seven years to connect; even though, in print online it still states that the timeline to connect is five years. If a system is privately funded then the resident only has to connect upon Title V violation. Superintendent Fournier mentioned that members of the Planning Board had a few questions regarding the Connection timeline. Commissioner Steven Bishop thinks that a member from the Planning Board should attend one of our meetings so we can explain the Sewer Connection articles and help answer any questions that they may have. Commissioner James Jardin agrees that the articles wording is confusing and can see how it may be misinterpreted so they should be fixed. Superintendent Fournier stated that it would cost a significant amount of money to get the articles reworded, as well as approved at Town Meeting; however, clarification should definitely come in the future.

IV. Superintendent Updates

1. As mentioned at the last meeting, there will be an article at the upcoming Town Meeting from Condyne requesting the Yale Access Road off of Leonard Street become a Town accepted road.
2. New Water Service: There was a request for a water service to be installed on Columbine Road in Mansfield. That is a section of Mansfield where we supply the Water to; however, Sewer is not available as it does not front that property. Typically, Towns can only do work in their own Town; therefore, the owner of this property would need to hire a contractor who is licensed with the Town of Norton to install the service. We need to complete the inspections to make sure everything is installed to our spec because they would be connecting to our system, but the road opening permits would have to be done through the Town of Mansfield. Commissioner James Jardin asked how billing works for customers who are not residents of the Town of Norton. Superintendent Fournier responded that the Town of Norton and the Town of Mansfield have an agreement where if the resident of Mansfield becomes delinquent, we would bill the Town of Mansfield and they would then go after that resident for payment.
3. Fire Pump/Flow Testing: On September 27th, a Fire Pump test took place at the Yale Building, which took a little longer because they're brand-new Fire Pump tests. As expected, we did see some pressure fluctuations during the test; however, there were no water quality issues. That system is now online and is fully operational. Superintendent Fournier mentioned there is another building down in that area that needs to be tested as well; however, they will not be able to do so until National Grid supplies that building with power. 196 Mansfield Ave will conduct a Fire Pump Test tomorrow morning, and Bernie and Phyl's will conduct a Fire Hydrant Flow Test tomorrow night. Bernie and Phyl's is conducting this test to get some final information needed to see if their Fire Pump is sufficient for an additional warehouse. Bernie & Phyl's is requesting an agreement to be done so we can sign off on the Building Permit now, even though they are not up to code, so they can start work before the Winter. Superintendent Fournier stated one of his concerns is that there have already been so many additions to the property and he is not sure if the Fire Protection was properly updated. Commissioner Bishop asked if they would be coming before the Board with a set of plans, to which Superintendent Fournier responded that we would typically only see plans if upgrades were required. Superintendent Fournier also mentioned that this location is required to tie into municipal sewer.
4. Discussion on Manganese: MA DEP Public Notice for manganese was just completed and will be sent out. Superintendent Fournier stated that these results were from the samples taken in July, which was for the previous quarter. The result was 0.35 mg per liter, and the level we exceeded was 0.30 mg.
5. TTHM's: As discussed at the last meeting, the lab made some errors and we needed to resample one location. MA DEP was notified of the issue and will not punish us for the labs error. We are still waiting on the results from those samples.
6. Annual Report: Superintendent Fournier provided the Commissioners with a draft copy of what is typically submitted on behalf of the Water/Sewer Department for the Annual Report, and asked if they wanted to add or take anything out. Part of the

report shows the amount of Service Repairs, Leaks, and Hydrants Installed through that fiscal year.

Motion was made by Commissioner James Jardin to approve the Annual Report as written for the Water/Sewer Department. Seconded by Commissioner Steven Bernstein. Vote: Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.

7. Superintendent Fournier mentioned that there has been some online discussion regarding the recent bills that went out. We did pull up some accounts of those residents who commented that their bills recently doubled; however, noticed nothing out of the ordinary. Superintendent Fournier mentioned that if residents do notice a high increase in their bill, then they should call the Department and we can set up a leak detection.
8. Town Meeting Budget Supplements: Superintendent Frank Fournier and Assistant Superintendent John Harrop attended a second Finance Committee meeting to answer questions regarding the budget increase. Superintendent Fournier stated that the changes are due to final contracts, as well as payment that is due on a short-term borrowing. The Department did receive support from the Finance Committee on these increases.
9. Additions to Capital Improvements: Superintendent Fournier and Assistant Superintendent Harrop also attended the Capital Improvement Committee. We are still going back and forth but are looking to update trench boxes, which are priced between \$6,000-\$13,000. Superintendent Fournier mentioned they are also looking into a vehicle lift since 80% of maintenance is done in house. The current lift was purchased about 15 years ago so it is definitely time for an upgrade. The Highway Department is also looking for one, so we are working with them to see if we can get a package deal. Commissioner Steven Bernstein stated that safety equipment for the employees is priority, to which Superintendent Fournier agreed.
10. Abatements: The Commissioners received letters from the resident at 6 Grove Lane, as well as 11 Kayak Trail, asking for assistance with their most recent bill. Both locations had leaks that resulted in significant bills. Commissioner James Jardin stated that 6 Grove Lane has Water and Sewer so he thinks a portion of the Sewer could be abated, to which the other Commissioners agreed. Unfortunately, there is nothing they can do for 11 Kayak Trail as it is a Water only account and the Water that went through the meter needs to be paid for.

Motion was made by Commissioner James Jardin to abate \$409.89 from the Sewer portion of the bill from 6 Grove Lane. 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 take no action on 11 Kayak Trail. Seconded by Commissioner Steven Bernstein. Vote:

Commissioner Jardin – Aye; Commissioner Bernstein – Aye; Commissioner Bishop – Aye. MOTION PASSES UNANIMOUSLY.

V. Weston & Sampson – Water/Sewer Project Updates

Water – Tara McManus

1. As Superintendent Fournier mentioned, we are working on the 4 log set up at Well 1; however, we still need to work out the location since there is a lot of environmental receptors in that area. Weston & Sampson's Tara McManus stated that the process for a potential new source is pretty lengthy and could be about 5-7 years. At this time, our focus is on Wells 4, 5, and 6.
2. Well 4: We have been receiving additional quotes for Well Drilling and will try to schedule a meeting with EPA for mid to late October.
3. South Worcester & East Hodges Street Area Water Main Project: The Railroad Permit is currently holding us up from going out to Bid; however, they did reach out and will hopefully provide us with a license by the end of this week.
4. The Cottage Street tank contract will be sent to the Commissioners for review.
5. Superintendent Fournier asked about the Peer Review for Balfour Farms, to which Weston & Sampson's Steve Pedersen stated that they have received the contract back so they will start working on it.

Sewer – Steve Pedersen

6. Cobb Street Phase I: The Generator is up and running, and the Contractor just needs to wrap some things up.
7. Cobb Street Phase II: We will be asking for additional money at the October 23rd Town Meeting. All of the bidders have agreed to extend their Bid until November 6th. Superintendent Fournier stated that we have received support from the other Boards and it will now be up to the Town to vote to approve.
8. Holly Road/Knollwood: We are still waiting for the gas company to respond. The Generators are expected to be delivered in November so we will continue to try and get a hold of someone at the gas company.
9. Elm Street Sewer Design: The biggest focus right now is the Design Report. Weston & Sampson's Steve Pedersen stated that the Preliminary Water Design was completed and they took groundwater and soil samples for hazard waste. Superintendent Fournier asked if there was a timeframe on the public outreach, to which Mr. Pedersen responded that a public information hearing will probably take place in January or February.

VI. Topics not reasonably anticipated 48 hours in advance

1. Commissioner Bishop asked if the taps have been done at the new Council on Aging. Superintendent Fournier responded that some work has been done but they are not finished yet.
2. Commissioner James Jardin asked if the Commissioners would have to move any articles at Town Meeting. Superintendent Fournier stated that we have support on the articles, so there should be nothing to move.

VII. Bills & Correspondence

1. All bills were reviewed, approved and signed.

VIII. Next Meeting: Tuesday, November 14th

IX. Adjournment

Motion was made by Commissioner James Jardin to adjourn the meeting of the Board of Water & Sewer Commissioners at 6:54pm. 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: October 10, 2023

Respectfully submitted,

Brooke Durden
Brooke Durden, Office Administrator

Steve Bishop
Steve Bishop, Chairman

12/12/23
Date Approved

James Jardin
James Jardin, Clerk

12-12-23
Date Approved

Steven L Bernstein
Steven Bernstein, Commissioner

12/12/23
Date Approved