

**BOARD OF WATER COMMISSIONERS
AUGUST 21, 2013
MEETING ROOM 014**

Present: Brian Antonioli, Dave Keating, Jared Adams, Doug Valovcin
Ron Sharpin did not attend

Present: Jay Leary

MEETING began at 6:00pm.

PUBLIC COMMENT

WATER BILL – 377 Highland Street

Joel Albans of 377 Highland Street was scheduled to appear before the board tonight. He called earlier to inform the Board that he was away on business.

Paul LeBeau arrived at 6:01pm.

WELL #4 TREATMENT PLANT PROJECT

Mr. Valovcin will request more training on the new Well #4 Treatment Plant ACTIFLOW SYSTEM. Because of training on Well #7 which will be held during the week of August 26, 2013, additional training will start after Labor Day. He expects that the DEP will be able to inspect the plant by mid-September 2013.

Liz Greendale, Town Clerk, arrived at 6:03pm.

Mr. Valovcin said that he expects the plant to be completed by October 2013.

WELL #6 – STATUS

Mr. Valovcin updated the Board on the status of Well #6:

- Organic color problems (a few years ago, it shortened filter run-times)
- Raw water Color is not being totally removed
- Samples will be taken next week
- May get 'colored (organic) water' calls at the Office

WELL #7 – PROJECT

DEP plans to inspect the Well #7 project on August 27, 2013, and Mr. Valovcin does not expect any issues to arise. He has been working with Larry Gilmartin on new forms for Well #7.

Mr. Valovcin plans to run the well about 500 to 600gpm (gallons per minute), put Well #6 off-line, and then try to mix the two wells during the winter season.

PLANNING BOARD REVIEWS

191 Cedar Street

Low water pressure has been a concern for the homeowner at 191 Cedar Street. One solution has been the creation of a booster station. DEP has suggested a request for State Revolving Funds but the deadline is August 30, 2013 which would not be feasible to meet. Mr. Sharpin had offered to consult with FST about the use of the hydraulic model so the Board will wait until he returns from vacation.

COMPLAINT LOG

Most of the water color issues in the Well #6 area of town. The Board discussed the Birch Road complaint because they had been at a Final Water Meter Reading on the street that week and found no residual chlorine. Mr. Valovcin recommended that his staff return to Birch Road to check on the complaint. The Water Department is carrying a higher residual chlorine than it had years ago.

As for the complaint on Winthrop Street, Mr. Valovcin said that tank levels have been fluctuating which disturbs the pipes, creating colored water.

INTERGOVERNMENTAL AGREEMENTS

The Milford Water Company has returned the Draft Agreement for sale of water from Milford Water Company to the Holliston Water Department. The following modifications were made to the document:

- Item #5 – inserted current water rate
- Item #9 - added “two (2) extensions of this Agreement for an additional three (3) year term each, with said extension executed in writing by each Party in order to be valid.”
- Item #10 – added signing agreement

The Board agreed to send this document to the Town Counsel for review.

Mr. Keating made a motion: **“Motion that the Draft Agreement for the sale of water from Milford Water Company to Holliston be sent for review by Town Counsel”**

Mr. Adams seconded the motion.

Mr. Antonioli, Mr. Keating, and Mr. Adams voted in favor of the motion.

STAFFING

SYSTEM OPERATOR POSITION

Mr. Valovcin currently has two candidates who will be interviewed next week. He will notify other candidates next week.

WATER SUPERINTENDENT SEARCH COMMITTEE

Mr. Adams updated the Board on the status of the Water Superintendent Search Committee. The Committee voted to send one candidate to the Board of Water Commissioners.

The Board questioned Paul LeBeau's about his e-mail about the Search Committee process. In response to one of the issues, Mr. Keating cited the OPEN MEETING LAW that he received on May 22, 2013 that did not mention EXECUTIVE SESSION needed to be on an agenda.

He found that the Attorney General's Training Guide of August 1, 2013 now says that EXECUTIVE SESSION should be on an agenda if it is expected.

Mr. Keating said that the Search Committee made a solid effort, but the proper process is not clear – it would have been helpful to have a much clearer picture of the proper hiring sequence for the Board. He was confused by vagueness of the Town website and Town By-laws.

Mr. Antonioli made a motion: **“Motion to not accept the recommendation of the Water Superintendent Search Committee”**

Mr. Keating seconded the motion.

Mr. Antonioli, Mr. Keating, and Mr. Adams voted in favor of the motion.

Mr. Keating made a motion: **“Motion to dissolve the Water Superintendent Search Committee”**

Mr. Antonioli seconded the motion.

Mr. Adams requested that the Search Committee be allowed to approve pending minutes of their meetings.

Mr. Keating withdrew the motion.

Mr. Keating made a motion: **“Motion to dissolve the Water Superintendent Search Committee by September 3, 2013 to allow approval Of meeting minutes”**

Mr. Antonioli seconded the motion.

Mr. Adams, Mr. Antonioli, and Mr. Keating voted in favor of the motion.

Mr. LeBeau left at 7:06pm.

Ms Greendale left at 7:09pm.

Mr. Keating requested that the Interim Water Superintendent position be placed on the Agenda of the next Board of Water Commissioners meeting.

Mr. Adams suggested that a member of the Board of Water Commissioners meet with Mr. Valovcin, Operations Manager, to discuss the possibility of offering the position to Mr. Valovcin and to also discuss compensation issues.

Mr. Keating made a motion: **“Motion to appoint David Keating as a liaison with Doug Valovcin to discuss the possibility of becoming the Acting Water Superintendent and the workload and compensation requirements”**

Mr. Antonioli seconded the motion.

Mr. Antonioli, Mr. Keating, and Mr. Adams voted in favor of the motion.

Mr. Leary left at 7:10pm.

The Board decided to continue the search for a Water Superintendent. They will first secure the job description, job posting, and criteria evaluation of the Water Superintendent. They intend to investigate the process for an in-house promotion.

HOLLISTON CABLE SHOW WITH MARY GREENDALE

Mr. Keating, Paul LeBeau, and Selectmen Kevin Conley will appear on a Holliston Cable show with Mary Greendale. The Agenda will include the Selectmen’s proposal of a Department of Public Works. Asked for their input by Mr. Keating, Mr. Adams cited his concern about the financing of a Director of the DPW while Mr. Antonioli said that he could not see any benefits – especially since departments are in different locations in town. He also mentioned that the Highway and Water Department personnel are considering the creation of a union. Mr. Keating said that he has been unable to identify benefits for the creation of a DPW.

BONDED ARTICLES – STATUS

Two bonded Water Department articles are outstanding.

ARTICLE 589226 for Well #4 Treatment Plant is due on September 30, 2013. There is a balance discrepancy between the Town Treasurer and the Town Accountant which will be solved on August 26, 2013 when the Town Accountant returns from vacation. Steve DeFrancesco of AECOM told Mr. Keating that there is a bill of approximately \$96,000.00 for work that has been completed in August 2013. Mr. Keating will ask Mr. Sharpin when he returns from vacation to contact Mr. DeFrancesco to request an invoice by September 3, 2013 for the completed work. This would insure that the invoice will be paid by the deadline. Mr. Antonioli and Mr. Keating will sign the invoice at Town Hall by September 4, 2013.

The deadline for Water Department ARTICLE 589789 is May 1, 2014. The Town Treasurer has informed the Board that the deadline will be met if there is less than \$1,000.00 in the balance. The current balance is at \$16,000.00. A project must be created to deplete the balance. Mr. Keating requested that Mr. Sharpin create a proposal for Well #4 to show to Bond Counsel. Possible proposals include test equipment, and lightning protection for the well and the Treatment Plant at Well #4.

The entire project must be completed by May 1, 2014.

RETIREMENT PARTY

The Board plans to hold a party for Mr. Sharpin who will be retiring on September 6, 2013. It will be held on Thursday, September 5, 2013 at 3:00pm at the Town Hall.

MINUTES REVIEW

No minutes were reviewed at the meeting.

DOCUMENTS

Complaint Log

Draft Agreement with Milford Water Company

INVOICES AND CHANGE ORDERS

Invoices and change orders were signed at the meeting.

Mr. Keating made a motion: **“Motion to adjourn”**

Mr. Antonioli seconded the motion.

Mr. Keating, Mr. Adams, and Mr. Antonioli voted in favor of the motion.

The meeting adjourned at 8:20pm.

Next BWC meeting – Wednesday, September 11, 2013 at 6:00pm

Respectfully submitted,

Tricia Keating

Clerk

Approved 10/2/13 as written