

**BOARD OF WATER COMMISSIONERS
NOVEMBER 13, 2013
MEETING ROOM 014**

Present: Dave Keating, Brian Antonioli, Jared Adams, Doug Valovcin

Present: Ralph Finos, Daughter of 151 South Street owner

MEETING began at 6:00pm.

WATER BILL DISPUTES

The Board discussed water bill disputes for the following addresses:

21 Birchwood Road
5 Meadowbrook Lane
23 Francine Drive
121 Rolling Meadow Drive
151 South Street (Corinne, daughter of deceased owner)
169 Cedar Street (Ralph Finos)

The Board evaluated the water history of each property and the repairs made by homeowners after discovering leaks, and made the following motions:

Mr. Keating made a motion: **“Motion to cap the bill at 21 Birchwood Road at TIER2 and the Office Staff will re-compute the bill for April/May/June 2013”**

Mr. Antonioli seconded the motion.

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

Mr. Keating made a motion: **“Motion to cap the bill 5 Meadowbrook Lane at TIER1 and the Office Staff will re-compute the bill for April/May/June 2013”**

Mr. Antonioli seconded the motion.

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

Jared Adams, Steve DeFrancesco, and Jay Leary arrived at 6:05pm.

Mr. Keating made a motion: **“Motion to cap the bill 23 Francine Drive at TIER2 and the Office Staff will re-compute the bill for April/May/June 2013”**

Mr. Antonioli seconded the motion.

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

Mr. Keating made a motion: **“Motion to cap the bill 121 Rolling Meadow Drive at TIER3 and the Office Staff will re-compute the bill for April/May/June 2013 with the notation that if it occurs again, it will be at the prevailing rates”**

Mr. Antonioli seconded the motion.

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

Mr. Adams voted against the motion.

Mr. Keating made a motion: **“Motion to cap the bill 151 South Street at TIER2 and the Office Staff will re-compute the bill for April/May/June 2013”**

Mr. Antonioli seconded the motion.

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

The homeowner's daughter left at 6:20pm.

Ralph Finos of 169 Cedar Street asked for relief for his bill of April/May/June 2013. When he was informed by the Board that the cost for testing his meter was \$95.00, he decided there was no sense in testing it when his relief would result in a \$50.00 reduction of his bill.

Mr. Finos left at 6:45pm.

The Board said that the water used in renovating the house at 377 Highland Street was in TIER1. There have been no leaks found. The option of paying \$95.00 for a meter test will be offered to the homeowner. A new meter had been installed when the house sold in May 2013. A Service Call has been scheduled for November 20, 2013.

The bill for April/May/June 2013 has been paid in full for 1865 Washington Street. The last contact with the homeowner was July 29, 2013. No payment was made on the July/August/September 2013 bill which was due on November 15, 2013.

Mr. Keating made a motion: **“Move that the late date be extended to December 1, 2013 To these homeowners who have a change in the cap in Their water bills”**

Mr. Antonioli seconded the motion.

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

Mr. Adams left at 6:50pm.

The Board discussed the bill dispute process and decided that the Office Manager will negotiate with homeowners and Mr. Valovcin will have final approval of negotiations. If the homeowner requests an appearance before the Board, the meter will have been tested **prior** to the Board meeting.

Mr. Leary left at 6:58pm.

Mr. Keating made a motion: **“Motion that the Water Superintendent be granted authority to resolve disputed bills based on appropriate diagnostic activities and that these caps will be determined by corresponding prior billing periods”**

Mr. Antonioli seconded the motion.

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

WATER TREATMENT PLANT #4 – PROJECT

Steve DeFrancesco of AECOM, project engineers for the project, had submitted a contract amendment for signatures. Mr. Keating expressly asked if this was the last one to which Mr. DeFrancesco answered “yes”. Mr. Valovcin announced that the project is being wrapped up and the system is now running.

Mr. Keating made a motion: **“Motion that we accept and sign Amendment #5LS between Town of Holliston and AECOM Technical Services”**

Mr. Antonioli seconded the motion.

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

Mr. Antonioli and Mr. Keating signed the document.

There will be a balance of \$15,500.00 after this bill process is completed.

WELL #4

Well #4 is running into the system. Mr. Valovcin has reviewed all tasks that still need to be worked out with Steve DeFrancesco.

The Board acknowledged the letter from the Department of Environmental Protection.

Mr. Valovcin announced that he is no longer “primary operator” for the Town of Holliston due to his promotion to Water Superintendent. Currently three employees are legally able to operate the plant, but one is retiring at the end of January 2014.

Mr. DeFrancesco left at 7:40pm.

WELL #7 PROJECT

Well #7 is running with good run time from the filters. Trees have been installed, seeding is completed, swing gates should be installed soon.

Mr. Valovcin suggested that the Board withhold some of the payment from DeFelice because the grass seed was put in so late in the season that it may not take hold and would need to be re-seeded in the Spring.

CEDAR STREET METER PIT

Mass Installation pulled the meter out completely. Gauges need to be put in before the end of November. Mr. Valovcin plans to put in flowable fill during the Winter season.

STAFFING

At the next board meeting, Mr. Valovcin will present his ideas for changes in the direction of the Water Department, including staffing issues, rules, and procedures.

BUDGETS

Bonded Article

The Bonded Article, due May 1, 2013, is still projected to be less than \$16,000.00 by that due date.

Vehicle

Plans to purchase a new vehicle are on hold.

Future Projects

Mr. Valovcin outlined several possible future projects ó hire a company to open and grease fire hydrants, and use of õslurpyö material to scour pipes.

MINUTES REVIEW

The minutes of October 28, 2013 were distributed to the Board.

DOCUMENTS

AECOM Amendment

Letter from Department of Environmental Protection

INVOICES AND CHANGE ORDERS

Invoices and change orders were signed at the meeting.

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

Mr. Antonioli seconded the motion.

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

The meeting adjourned at 7:55pm.

Next BWC meeting – Monday, November 25, 2013 at 6:00pm

Respectfully submitted,

Tricia Keating

Clerk

Approved 12/23/13 as written