



Town Of Webster Massachusetts

Est. 1832

Webster Water Sewer Commission

350 Main Street
Webster, MA 01570

Earl Gabor - Chairman
Dan Duteau - Vice Chairman
Rick Neeser
Tom Andrade

Doug Willardson - Town Administrator
Gregory Woods - Water & Sewer Superintendent

Meeting Minutes

July 2, 2019, 2:30 PM

Webster Town Hall, Irene Martel Meeting Room
350 Main Street, Webster, MA 01570

Attendees: Earl Gabor, Rick Neeser, Dan Duteau, Tom Andrade, Doug Willardson, and Greg Woods.

Chairman Gabor called the meeting to order at 2:30 PM.

Meeting Minutes

The Commissioners reviewed the draft minutes from the June 6th meeting and voted unanimously to approve the minutes as amended.

1 - Existing Business

A – Commission Officers: Mr. Gabor stated that with the start of the fiscal year the officer positions of the Commission would be open for adjustment. After a brief discussion motions were made, and seconded, to appoint Mr. Gabor as Chairman, Mr. Duteau as Vice Chair and Mr. Woods as Secretary. The votes were unanimous.

B – Water Shut-off Notice Appeals – Mr. Woods stated that there have been seven appeal requests received from the 20 certified letter notices that were mailed to delinquent account holders. Mr. Woods provided the Board a list of the 20 accounts that included who submitted an appeal, the current balance of the outstanding accounts, and the history of any payments made in the last several weeks. The Committee reviewed the appeals and agreed to provide a 90-day deadline extension to the applicants. The applicants will need to have paid all 120-days outstanding balances at the 90-day extension deadline in order not to be subject to the Shut-off Policy. Mr. Willardson stated that he would research the mailing addresses to two of the properties that received the certified letter to ensure the current owner was properly identified.

C - Municipal Water & Sewer Usage – Mr. Woods stated that he would have the information for water-only municipal accounts available at the next meeting. The topic was tabled.



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D – Management Changes – Mr. Gabor informed the Board that Sewer Superintendent Burke had resigned and that Mr. Woods would be taking over responsibility of both departments.

2 – Water Dept. Update: Passed over.

3 – Sewer Dept. Update: Mr. Woods stated that he would be meeting with Tighe & Bond on July 15th to get an overview on the various projects they are working on for the town. Mr. Woods would provide a summary at the next Commissioner's meeting.

4 – New Business – No new business.

Adjournment

A motion was made, and unanimously approved, to adjourn the meeting at 3:30 PM. The next meeting is scheduled for July 18th at 2:30 PM in the Irene Martel Meeting Room to review Shut-off Policy Appeal applications.

Respectfully submitted,
Gregory Woods
Water Superintendent