



Town Of Webster

Est. 1832

Massachusetts

Webster Water Sewer Commission

350 Main Street
Webster, MA 01570
Earl Gabor - Chairman
Tom Andrade - Vice Chairman
Dan Duteau

Marc Becker
Rick LaFond - Town Administrator
Tom Cutler - Water and Sewer Superintendent, Secretary

Webster Water Sewer Commission

Draft-Meeting Minutes **Thursday, March 3, 2022** **2:30pm**

Gladys E. Kelly Library, Local History Room
2 Lake Street, Webster, MA 01570

- Meeting Called to Order at 2:30 P.M.

Attendees: Earl Gabor, Dan Duteau, Tom Andrade, Marc Becker, Rick Lafond, Tim Bell and Tom Cutler

- The Commissionaires reviewed the draft meeting minutes from February 10th. A motion was made, and seconded, to approve the meeting minutes by roll-call vote: Duteau-yea, Gabor-yea, and Becker-yea, Andrade-yea.

- **Water Department Updates**

- **Monthly PFAS Testing Report**-The Superintendent stated the sample results are down at Bigelow for the month of January to the lowest levels we have had seen since we started testing at 12.60 Parts Per Trillion at Bigelow and 5.08 Parts Per Trillion at Memorial Beach WTP. He also stated the results at Bigelow might not be a good representation as the well site remains out of service and only runs for a few minutes to collect the raw water sample. If the well site was returned to active status pumping to distribution, we may see much different numbers. It will be interesting to see what the numbers look like this summer, which is when they peaked last year. Chairmen Gabor stated we are doing the right thing by moving forward with the preliminary PFAS design. Superintendent Cutler followed up with that even though we are below the PFAS MCL the MassDEP has stated we should not be comfortable with our levels.
- **Additional Bigelow Road, Old CPW, and Mill Brook PFAS testing by MassDEP**-No updates-DEP has stated they will complete the sampling in the spring when warmer weather arrives.
- **Tighe & Bond PFAS Project Update**-The Superintendent explained a pilot proposal has been submitted to MassDEP for approval for bench scale testing at Station's #1, #2 and #3 for Ion Exchange Resin and Granular Activated Carbon media treatment. It is expected the bench scale work to be conducted during the months of April and May.
- **Station 1 Generator Transfer Switch Installation Update**-Parts are on order.
- **Lake Street Project Update**-The Superintendent stated the project is out to bid and closes at Town Hall on March 10th.
- **Water Services Survey by Tighe and Bond & The New Lead and Copper Rule Update**-The Superintendent stated we are waiting on the final report from Tighe & Bond on the survey and plan to submit the survey to Mass DEP by the deadline on March 4th. Commissioner Gabor asked if we should educate our customers on the new 2024 lead and copper requirements. The

Superintendent recommended waiting until CY 2023 once we have more information on our status and how the new requirement impacts our Utility and Customers. The new Lead and Copper rule is complicated and we need more time to understand how it affects us. We have started a new tab on the Water Department website for Lead & Copper and have already uploaded some information to the website on the new rule.

- **Hydrant Inspections**-Weather and staffing shortages have prevented the completion of the program. The Superintendent stated we remain at 50% complete and recently started working on the program again.
- **Mass DEP Water System Sanitary Survey**-The survey went ok per the Superintendent. We have not received any formal reports but observations made during the survey indicate the DEP is concerned with our unaccounted for water which is 25%, PFAS treatment, Chloride levels at Stations #1, Clear-well inspections at Stations #2 and #3, lead service line replacements, a meter replacement program, and cross connection control facility surveying which has not been done since 2013. The Department has already started working on a few of the items mentioned above.
- **Sewer Department Updates**
 - **Sewer System Rehabilitation Update**- The Superintendent stated the project is out to bid and closes at Town Hall on March 17th.
 - **IMA Agreement with Dudley and True-up**-We have received several emails indicating the Consultants for both Towns are working on the true up process. Town Accountant Tim Bell gave the Commission and the new Town Administrator an overview on the history of the true up process and an estimate on how much money we have spent to date over the past ten years with our Consultant. Commissioner Duteau stated there has to be a better way to complete this task. Commissioner Andrade stated we should meet with Dudley. Chairman Gabor stated he is confident both Dudley and Webster will make some headway on the process and finish up thru FY21 in the next couple of months so we should hold off for now with any requests. Commissioner Gabor suggested the Superintendent reach out to MassDEP and EPA on the requirements for an IMA and do we have the option for a different agreement in the future that is much easier for both Towns.
 - **Perryville Station Pump**-Parts are on order.
 - **MA Sewer Relief Fund**-No updates on this per the Superintendent.
 - **NPDES Permit Update**-Tighe & Bond is finishing our Nitrogen review along with options for capital repairs for the aeration basins. Tighe and Bond submitted an executive summary on the aeration tank upgrade just prior to the meeting which the Superintendent shared. Commissioner Gabor stated we should have Tighe & Bond resubmit the summary with just three tanks rehabilitated instead of all six since the latest price estimate ranges from \$3.35 to \$5.20 million and we are budgeting around \$1million based on the Asset Management Plan completed a few years ago. The Superintendent agreed to reach out to Tighe & Bond and further explained the original estimate was for mechanical repair only in the basins and now we are adding some treatment enhancement for Nitrogen removal due to recent NPDES discharge permit changes.
 - **Oxford IMA**-The Superintendent has attached the electronic version for the agreement with the appropriate revisions. The document is ready for review and signature by the board. Chairman Gabor and the Town Administrator will discuss with Town Counsel if the Water Sewer Commission has the authority to sign.
 - **Sewer Use Regulations Review and Approval**-The regulation has been acknowledged and signed by the Town Clerk and was advertised in the legal section of the Webster Times.
- **Old Business**
 - **FY '23 Water and Sewer Budget Update**-No new updates. The Superintendent asked when the board would vote on the budgets. Chairman Gabor stated once all the Town budgets are finalized and recommended by the Town Administrator.
 - **Water Department Draft Policy Review and Approval**-All Commissioners stated they did not receive the electronic markup of the policy prior to the meeting. The Superintendent stated he did send it but perhaps the file was too large to send by email and he will resend it for the next scheduled meeting.

- **New Business**

- Illegal Roof Drains-The Department issued violation letters to approximately 14 properties that have been identified by our recent I&I study and a few have called for inspections on the repairs to date per the Superintendent. Commissioner Becker stated he felt the list is most likely longer than 14. The Superintendent agreed but that is all that turned up during our smoke test study with Tighe & Bond.
- FY '23 Water and Sewer Rate Setting Discussion with Local Rate Review. Commissioner Gabor suggested 4/21 for a possible date for the rate hearing. Commissioner Andrade suggested carefully reviewing the current rate adjustment of 3% based on our most recent capital needs and the how volatile the economy is we may want to consider a higher rate adjustment to meet our needs. The Superintendent gave a brief overview of the current FY21/22 rate comparison amongst local water/sewer utilities and Webster appears much lower at this time. He also stated he is worried if we do not consider more of increase now in a year or two we will need much larger adjustments, which will be a shock to all the rate payers. Commissioner Andrade suggested looking at 5, 6, 7, and 8% adjustments to the budget at the next scheduled meeting. Commissioner Duteau asked if it was an easy calculation to compare all. Superintendent Cutler stated it would not be a problem to have those numbers available for the next meeting.
- Millbrook and Perryville stand by generator replacements. Both units are 1970's vintage and are in need of replacement since parts are no longer available and both have mechanical issues. The Department is working off the state bid list and soliciting 3 quotes to ensure the best price.

Proposed Next Meeting 4/7/2022 with a possible date of 4/21/22 for the rate hearing.

- **Adjournment**

- A motion was made, and seconded, to adjourn the meeting at 4:09pm by roll-call vote: Duteau-yea, Gabor-yea, and Becker-yea, Andrade-yea.

Documents:

Draft minutes from 2/10/22
PFAS Monthly Testing Results
PFAS Bench Scale Pilot Test Submittal
FY 23 Water & Sewer Budget
FY23 Water & Sewer Combined Capital List
5 Year Revenue Forecast
Oxford IMA Agreement
Draft Water Division Rules and Regulations
Tighe & Bond Aeration Tank Upgrade Executive Summary.