



# Town Of Webster Massachusetts

Est. 1832

## Webster Water Sewer Commission

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

Doug Willardson - Town Administrator  
Tom Cutler - Water and Sewer Superintendent, Secretary

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### Webster Water Sewer Commission

#### Draft Meeting Minutes **Thursday, August 19, 2021** **2:30pm**

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

- Meeting Call to Order at 2:31 P.M.
  - The Commissioners reviewed the draft minutes from the July 29th meeting and voted unanimously to approve them. Vote by roll call: Andrade-yea, Duteau-yea and Gabor-yea.

#### **Water and Sewer Staffing Discussion**

- *Water*-One employee transferred from the Sewer Department back to the Water Department to fill the Distribution Foreman position and one employee was promoted to Treatment Foreman. We plan to hire one more staff member but we need to adjust the labor budget by \$70,000. The Town Administrator will prepare a Town Warrant for October to adjust this line item. These changes will add bench strength to the Water Division.
- *Sewer*- We need to fill one Sewer Maintenance Mechanic position due to the transfer to the Water Division. The vacancy was posted internally this week.

#### **Interim Town Administrator**

- Commissioner Earl Gabor stated the acting Town Administrator Greg Balukonis will start on August 23<sup>rd</sup> and will overlap Mr. Willardson for approximately 1 week. The plan is for the acting Town Administrator to attend all Water and Sewer Commission meetings. Commissioner Gabor also mentioned the Brunch for Mr. Willardson on August 30<sup>th</sup> will be a good opportunity to say good bye.

#### **Draft Water and Sewer Policies Discussion**

- All Commission members agree the Draft 2017 Rules and Regulation policy is a great template and is very detailed. The current Policies from last June are approved by the Selectman and further review is warranted on these draft documents to ensure there are no conflicts or duplications. Commissioner Gabor suggested all members review sections 1-7 for the next scheduled meeting.
- Water Department Updates
  - Tighe & Bond completed our Drinking Water System Risk & Resilience Assessment June of 2021. Next steps will be to update and submit the 2020 Emergency Response Plan by December 2021. Tighe & Bond will provide a price proposal for the ERP update and submission. This exercise will be revisited again in 2026 and reflect any EPA guidance if any.
  - PFAS samples completed 7/30 as outlined by the MassDEP sample schedule for Station #3 and Memorial Beach WTP. Results are higher than expected at Station #3 and are at the MCL with 20.4 but we remain in compliance to date. Next round of samples will be on August 28<sup>th</sup> and will continue monthly as requested by MassDEP. We are expecting a revised sample schedule from MassDEP in the next few weeks, which may include further instruction and additional sites.
  - Last week Caracas completed testing on the 2<sup>nd</sup> (and final) leg of Whitcomb Street. Bacteria samples & pressure test passed so the entire Whitcomb main can be active. This week Caracas is installing 8" DI main on Lincoln Street. They have installed approximately 1150 LF on Lincoln Street from East Main Street to Washington Street. Approximately 650 LF remain on Lincoln Street. The tie in with Lincoln Street at Ray Street is on private property. The crew performed a test pit here at the start of the project and we have a Right of Entry Permit for the work but will need to inform the property owners a few days in advance of the tie in. Tighe & Bond is evaluating options for tie in at the intersection of Whitcomb Street and Lake Street.
  - Revised Total Coliform Rule Level 1 Assessment completed and sent to MassDEP due to bacteria hits at 42 Whitcomb Street-St Joseph's School. All repeat samples were negative and we remain in compliance. Adjustments were made at the Park Road stand pipe by adjusting the turnover from 3' to 11' to enhance system wide chlorine residuals. We are also in the process of changing out a sink fixture to remove the aerator at the sample location, recommended by MassDEP.
  - MassDEP staffing plan revised to include the newly created Treatment and Distribution Foreman positions along with the new Superintendent.
  - Lead and Copper sampling scheduled for early September.
  - Hydrant flushing will start once Lead and Copper samples are completed-We anticipate a late Sept start. We are considering a more conventional flush working from the source out. Goal will be touch all fire hydrants to ensure they are in working condition and to enhance water quality. We will revisit the uni-directional program at a later date.

- Wright-Pierce is working on a proposal to complete a survey/evaluation on our 4,886 water services to identify the material. This is required per the LCR by the end of the year. Webster was one of 56 Massachusetts Public Water Supply Systems chosen by MassDEP to complete a Drinking Water Infrastructure Needs Survey Assessment (DWINSA). The survey focused on service material, workforce, and inventory. MassDEP funded the program.
- Sewer Department Updates
  - Tighe & Bond our consultant submitted comments to the EPA on July 27th for the draft National Pollutant Discharge Elimination Systems (NPDES) Permit No. MA0100439. The permit could have an impact on Aluminum Residuals, Phosphorus, Nitrogen and PFAS testing upstream and down. MassDEP will provide some feedback on 8/20 by phone conference.
  - Webster Pretreatment Program Audit with EPA on 8/17-No major issues and not much change from the last audit completed in 2016. We are working with EPA on one Significant Industrial User (SIU's) to reduce the Total Toxic Organics (TTO) from 0.21 to 2.13 to ease the burden on the business user and still maintain local/federal permit compliance. The permit change will require 30-day public comment.
  - 46 Worcester Rd-8" sewer main from K-Mart Plaza was inspected and cleaned for roots with no significant issues observed on the main. The work was completed by National Water Main Cleaning and Lining and the results were shared with the Real Estate Attorney looking to close on the property.
  - Perryville Lift Station-Looking into replacing or rebuilding one lift pump. A new pump could run upwards of \$20K.
- New Business
  - Discuss IMA with Town of Dudley & True-up: Mr. Willardson stated the true up process started 3 years ago but was not completed. Mr. Willardson also informed the Commission that Mark Abrahams our consultant is currently working on this process and we will await his findings. All Commissioners expressed the desire to perform annual true ups.
  - Lake Street Water Project-Tighe & Bond kick off meeting held on 8/12 with a goal of 75% design by Nov-21. 3600'-Surveying on Lake Street started the week of 16<sup>th</sup>. Construction in the spring of 2022.
  - Sewer System Rehabilitation-Tighe & Bond kick off meeting held on 8/12 with a goal of 75% design by December. Construction in the spring of 2022.
  - Granite Street Project-Kick off meeting scheduled for 8/24. 28-water services to be replaced.
- Adjournment

- A motion was made, and seconded, to adjourn the meeting at 3:51 PM by roll-call vote:  
Duteau–yea, Gabor–yea and Andrade–yea.

*Next Meeting 9/9/2021*