



Town Of Webster

Est. 1832

Massachusetts

Webster Water Sewer Commission

350 Main Street
Webster, MA 01570
Tom Andrade - Chairman
Rick Neeser - Vice Chairman
Dan Duteau

Earl Gabor
Doug Willardson - Town Administrator
Gregory Woods - Water & Sewer Supt., Secretary

Meeting Minutes

April 1, 2021, 2:30 PM

via conference call in accordance with Governor Baker's emergency "Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20"

Attendees: Tom Andrade (via Zoom Meeting), Dan Duteau (via Zoom Meeting), Earl Gabor (via Zoom Meeting), Doug Willardson (via Zoom Meeting) and Greg Woods (via Zoom Meeting).

Absent: Rick Neeser

Governor Baker issued an Executive Order modifying certain requirements of the Open Meeting Law, to enable public bodies to carry out their responsibilities while adhering to public health recommendations regarding social distancing. The Executive Order relieves public bodies from the requirement in the Open Meeting Law that meetings be conducted in a public place that is open and physically accessible to the public, provided that the public body makes provision to ensure public access to the deliberations of the public body through adequate, alternative means.

Meeting Minutes

The Commissioners reviewed the draft minutes from the March 11th meeting and voted unanimously to approve the minutes. Vote by roll call; Andrade – yea, Duteau – yea and Gabor – yea.

1 - Existing Business:

A – Review of CCR Report – Mr. Woods provided draft copy of the Consumer Confidence Report for calendar year 2019. The Board made several inquiries and a few typos were identified. A motion was made, and seconded, to approve the 2019 CCR as amended. Vote by roll call; Andrade – yea, Duteau – yea and Gabor – yea.

B – Water Main Project bid award – Mr. Woods stated that the low bidder for the project was Caracus Construction. Tighe & Bond had reviewed the bid package and recommended the Town award them the project. The Board discussed the addition of the sidewalk ramp / curb repair to the project and the desire for the Town to contribute a portion for this work. Mr. Willardson estimated that the cost of the ramp / curb work was an additional \$80,000 beyond the cost of paving the entire width of the road. The Water Commissioners were scheduled to discuss the topic with the Selectmen



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at their April 12th meeting. Mr. Woods said that he had requested a proposal from Tighe & Bond to provide construction administration and field work oversight and the proposal totaled \$190,000. This amount would still keep the overall project cost below the amount appropriated at Town meeting.

C – Rate Setting Meeting – The Board reviewed the schedule for April and decided to hold the public water and sewer rate setting meeting for April 27th at 6:00PM. Due to the uncertainty of the pandemic, it was agreed the meeting would be held remotely. Commissioner Gabor requested that the Town Administrator's office post the meeting with the required two-week notice.

2 – Water Dept. Update: Mr. Woods stated that the asset management report and the Risk & Resiliency Assessment reports are well underway. He mentioned the consultant was finalizing a report for submission to the MassDEP for the conversion from sodium hydroxide to potassium hydroxide at Station 3. He said that he had obtained quotes to clean Well #3 at Station #1 but was hesitant to start that project until the caustic day tank at Station 3 was replaced. He explained that one of the two tanks had cracked and the station would need to be visited every 8 hours to refill the day tank if it was needed to be the primary source.

Mr. Woods said that he was completing the Annual Statistical Report for the MassDEP and that the Town's unaccounted water was about 25% this past year. He said that once the new plant was put online that the monthly treated water volume increased by about 5 million gallons per month. He said the distribution system had been leak checked last spring and those leaks were addressed. He suggested that the new meters at the plant are accurately recording the amount pumped and that the old residential water meters in the system could be under-registering usage. A brief discussion followed regarding the costs and options of implementing a meter replacement program.

Finally, Mr. Woods stated that the PFAS notice was printed in the Webster Times and that the Department would be collecting the samples next week.

3 – Sewer Dept. Update: Mr. Woods said that the MassDEP had sent a letter confirming receipt and approval of the I&I report. The MassDEP agreed that Phase I would be implemented in FY23 but also requested a more definitive timeline on the remaining phases by December 2023. He said he retained Tighe & Bond to assist with the completion of the EPA stormwater NOI and its accompanying Stormwater Pollution Prevention Plan. He mentioned that Tighe & Bond had recently submitted a summary memo outlining the anticipated changes to the NPDES permit and how Webster was positioned to meet those requirements. Mr. Woods said that he would forward the



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memo to the Board. Final, Mr. Woods said the Actiflow treatment process was tested and brought online for the April to October compliance period.

4 – New Business:

A – No new business

Adjournment

A motion was made, and seconded, to adjourn the meeting at 3:35 PM. Vote by roll call; Andrade – yea, Duteau – yea and Gabor – yea. The next meeting is scheduled for April 27th at 6:00 PM via Zoom meeting.

Respectfully submitted,

Gregory Woods
Water & Sewer Superintendent

Documents:

Draft minutes from 3/11/21
Draft 2019 Consumer Confidence Report