



TOWN OF MENDON WATER COMMISSION

20 Main Street

Mendon, Massachusetts 01756

Phone: (508) 473-2547 Fax: (508) 478-8241

Email: watercom@mendonma.gov

DEP Public Water Supply (PWS) ID #217900

mendonma.gov/water

Meeting Date: 4/20/2017

Meeting Location: Old Taft Library

18 Main St, Mendon, MA

Minutes Approved: 4/28/17

Members Present: Allan Kent, Dean D'Alessandro

Water Clerk: Dan Byer

Others: none

The meeting was called to order at 7:24 pm.

Dan shared the letter received from Bellingham regarding purchasing water. They are interested in talking to us after their annual elections and suggest setting up a meeting with their Town Administrator and DPW Director. Allan thinks the DPW director is the person he met at their open house a while back. The commissioners asked Dan to set up a meeting with the water commission. Dean and Allan are both available during the day. Dean suggests we meet in Bellingham to make things easier for them.

Dan updated the commission on meter replacements. We are now at 55% replaces. Allan asked about the large commercial meters. Dan explained he asked Tim and David to ensure they are working when they do the next meter read. The recommendation from Tim is to replace these last. Dan thinks there are 3, 23 Cape (Gasco) is a 1.5 inch line and 55 Cape is a 2 inch line. Both of these are around \$600. The last one is 30 Cape. They have a 6 inch compound meter that will cost several thousand to replace. Allan discussed 55 Cape, they approached the commission about a fire line but never followed through. The commissioners don't understand why 30 Cape's meter is so big. Allan says it may need to meet the demand of their sprinklers. Dean says a system that size is usually separated from the potable supply with a testable device. Dan suggests we invite the owners to a future meeting to discuss. Dan did ask David to ensure we get an actual reading. Allan thought all the meters had external readers.

The commission discussed the leak detection. Dan talked to Tim who suggested testing every 5 years. The Commission felt it is important to test yearly given the size of the leak

detected. Allan said the large leak could have hid a smaller leak. Dan will contact the company to do another survey this spring.

The commission discussed an email received from Tim Watson. He has ordered replacement bolts for the hydrant at 2 Cape Rd. He will also install the hydrant extension on Whitten Rd/ near Gasco this weekend. He asked the commission about hydrant flushing. Hopedale is currently flushing their mains. Tim wants to know how in depth we should get. In Hopedale they flush every hydrant. Alternately, Tim can just flush the middle and end runs. He estimates the water cost at \$4,000-\$5,000 per hydrant for flushing. Dean and Allan are concerned about the high cost to flush the hydrants. Dean asked about a hydrant meter, he thinks we used to own one. Dan thinks he read something about one in old minutes, he will look into it. Dean thinks it was used to measure water for various town uses. The commissioners agree we should meter the flushed water to verify the costs.

Dean made a motion to approve the minutes of 2/23, Allan stepped down and seconded, all approved.

The commission discussed billing issues. Dan explained there are 4 customers who claimed they never received their bills. They contacted the department after receiving a late notice. Dean asked if they paid and Dan looked them up. All 4 of them subsequently paid their past due bills.

Dean made a motion to abate the \$25 late fee and interest for 30 Cape Rd, 25 Edward Rd, 26 Talbot, and 60 Cape Rd. Allan stepped down and seconded, all approved.

Dan discussed water shut offs. He has identified 7 accounts significantly past due. Several are in foreclosure/bankruptcy. Dan asked about the process. Dean suggests checking with Missy to see how it was done in the past. Allan suggests we will need to send certified letters.

Dean made a motion to issue shut-off notices to the following properties:

26 Cape Rd.

47 Cape Rd.

51 Cape Rd.

20 Edward Rd.

145 Hartford Ave E

41A Bates St.

3 Joseph Rd.

Allan stepped down and seconded and all approved.

The commission discussed Tim Watson's request for a raise. Dan explained the town's new HR coordinator offered to get the commissioners sample job descriptions but he has not heard anything back. Dean asked if we had found out any more info about the arrangement for Tim's position. Allan said Kevin was working on it. The commissioners discussed Tim's duties. Dan shared the old contract from 2012. The only real additions would be the work for the town's public water supplies. Dean explained what he does at the Housing Authority as their water operator and what the duties entail. The commission also discussed outsourcing the water operator position. Allan and Dean asked Dan to contact Whitewater to get a quote.

Dean also recommends we join a trade organization. They would be able to provide us with assistance in these situations. He is a member of the New England Water Works Association. He also mentioned the MA Rural Water Association. He says they have a 24/7 call line and offer technical assistance and resources to their members. Dan looked them up, the cost for NEWWA is \$145 and the National Organization is \$300. The cost for MA Rural is \$200.

Allan asked if there was any update from Hopedale on the amendment/extension to the water contract. Dan has not heard anything.

The meeting was adjourned at 9pm