



TOWN OF MENDON WATER COMMISSION

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DEP Public Water Supply (PWS) ID #217900

mendonma.gov/water

Meeting Date: 11/7/2017

Meeting Location: Water Commission Office, Town Hall, 20 Main St. Mendon

Minutes Approved: 2/5/2018

Members Present: Allan Kent, Kevin Rudden

Water Clerk: Dan Byer

Others:

Absent: Dean D'Alessandro

The meeting was called to order at 4:07pm with Alan and Kevin in attendance.

Kevin made a motion to accept the minutes of the 10/6/17 meeting, Alan stepped down and seconded. All approved.

The committee discussed customer mailing addresses. Dan explained there is an issue with some customers billing addresses. The Town has a policy where each property has an official mailing address. Over the years some customers have requested we send bills to alternate addresses. Dan explained there has been some concern from the Treasurer's office if we are sending bills to a "non-official" address. He would like to clarify the commission's policy on addresses. Kevin discussed the assessor's office process. Alan says he thinks changing addresses would cause problems. He says there are many properties with differing postal addresses and lot addresses. Dan explained the issue is just the customer's mailing address, this doesn't change anything, just the address we mail the bill to. Dan also stated there is an issue with rental properties. There are a few addresses where we are sending bills to the tenant and that may be an issue with the state laws.

Dan discussed an issue with Gasco's service address. In our system, we show the account service address as 23 Cape Rd. However, the meter is actually located on 25 Cape Rd. Dan will update the record in KVS.

The commission discussed the routing slip process for Alcohol Licenses. Dan received a list from the selectman's office of pending renewals. There are 3 accounts with past due amounts requesting renewals of their alcohol license. Dan talked to Laura and she is asking the commission to send a letter to the applicants. Kevin says she has it backwards, the Board of Selectmen are the issuing authority for the licenses and they should be contacting the applicants. Allan agrees. Dan will send a letter asking the selectman to not renew the licenses until the balances are paid. The commission agrees, our job is to inform the selectmen of issues with the routing slips and it is the selectman's responsibility to contact applicants.

The commission discussed the billing dates. Alan says we should try to match Hopedale but are usually off by 30 days or so. Dan will complete the next round of meter readings ASAP so we can get this round of bills out. Dan also updated the commission on the status of the water liens. They have been added to the real estate tax bills. He is waiting on final word from the assessor's office and then we will have to write off the balances from the water accounts.

Kevin updated the commission on the meter replacements. He has talked to Milford and they are interested in doing the work. However with the impending sale of the Milford Water Company, things have been delayed. He will reach out for an update.

The commission discussed the new library. There has been some discussion of expanding the new library but this would likely require their well to be classified as a public water supply. Kevin has spoken with the Trustees and given them some info. Dan says we still have not heard back from the DEP regarding the well. It is possible they may determine the existing system needs to be classified as a PWS well.

The meeting was adjourned at 5:39pm.