



Town of Wilbraham

Board of Water Commissioners
240 Springfield Street
Wilbraham, Massachusetts 01095

Minutes of Meeting March 5, 2020

The Wilbraham Board of Water Commissioners called the meeting to order at 8:47AM at the Wilbraham Town Hall. Commissioners present were: James Dunbar, Chairman, Tom Pilarcik and Rik Alvarez. Also present were Tonya L. Basch, DPW Director and Vincent Pafumi, Water Superintendent.

MINUTES:

Motion was made and unanimously voted to accept Minutes of the February 6, 2020.

BUDGET: Went before the Finance Committee and the Board of Selectman. Everything seems to work. Will be finalized at Town Meeting.

MWRA:

The Daily Flows for the Town of Wilbraham are slightly up for the month of February. The flows are currently at where we were in 2018 at this time, which was higher than last year.

WATER DEPARTMENT BUSINESS:

Water bills: There remains outstanding \$113,773.16. Bay Colonial has paid their account. However, Friendly's has an outstanding balance of \$104,264.44. They are in bankruptcy and we anticipate recovering the money. Tonya will speak to Janet in the Collector's Office about the status.

Reviewed letter requesting late fees and interest for resident. After discussion motion was made and unanimously voted to waive the late fees and interest one time courtesey. A letter is to be sent to the resident indicated that they were waived. Reviewed hardship letters. Motion was made and unanimously voted to accept payment schedules, provided it is paid in full by April 15, 2020.

Vinnie had reported that the Annual SRA Report is due the end of next month (April). This report is for unaccounted water.

Glenn Drive water main extension project. Expect to resume once all the meter readings are done.

Discussion took place relative to criteria for a hardship. It was presented to the Board, Massachusetts Government guidelines for protection from having utilities shut off, which was reviewed. Also presented were Boston Water & Sewer Commission's policy relative to hardship. It was noted that although Boston is a MWRA community, the Town of Wilbraham cannot be compared as we service a much smaller community. And lastly, Chicopee. It was explained in detail what their policy is and accompanying paperwork for the process. Tom Pilarcik indicated that it is of his opinion that we should be very structured and be consistent. The Board was in agreement. He also proposed to waive the late fee and interest as a onetime courtesy. Tonya and Vinnie said that we should look into how South Hadley handles the matter. It was requested that this matter (guidelines on hardships) be placed on the Agenda for discussion at the next meeting.

Cottage Avenue bridge on the Ludlow side was damaged by a motor vehicle that veered onto and hit the gate, which pushed it in to the AC water main. There was no breach in the water system. It will take 2 to 3 weeks to reinsulate and cap it. Vinnie indicated that some time down the road we will want to change out the AC line.

Old Business:

Other Business:

Town of Wilbraham Water Department Rules and Regulations. The last time this was updated was in 2001. These Rules and Regulations should be updated, as to fees and guidelines for hardship, waiver of fees and interest. It was also noted that the Board approved "In the event that it is determined that a service line is leaking between the water main and meter, the owner of the property will have thirty (30) days to repair the line. Weather conditions may be grounds to request an extension of time. The request must be submitted in writing to the Water Commissioners. Any lack of repair of service line beyond thirty (30) days' time will result in billing the property owner \$25.00 per day for everyday the leak is not repaired." This was unanimously approved by the Board on the August 8, 2019 Special Meeting. This would need to be placed in the Rules and Regulations. Tonya inquired as to where the \$25.00 amount came from. She indicated that she would contact Town Counsel on this fee matter and get back to the Board.

NEXT MEETING:

The next meeting is scheduled for April 2, 2020 at 8:45a.m.

Motion was made and seconded to adjourn at 10:00 a.m.

Respectfully submitted,

Donna E. Daviau
Administrative Assistant