



Town of Wilbraham

Board of Water Commissioners
240 Springfield Street
Wilbraham, Massachusetts 01095

Wilbraham Board of Water Commissioners

Minutes of Meeting
May 13, 2021

Present by phone: Commissioners James Dunbar and Douglas Hutcheson, Water Superintendent, Vinnie Pafumi and Guest, Jim Murphy.

Physically Present: Tonya Basch, DPW Director; Donna Daviau, Administrative Assistant and Annette Grasso, Engineering Clerk.

This meeting is conducted in compliance with Massachusetts Governor Charles D. Baker's Order Suspending Certain Provisions of the Open Meeting Law, G.L. c 30A §20 (attached) signed March 12, 2020.

Announcement Per MGL c.36(a), 2020

The DPW Director stated the following: In accordance with Mass. General Law Chapter 30(a), section 20, I announce that this meeting of the Wilbraham Board of Water Commissioners is being recorded by the Engineering/DPW Office; and asked if there is anyone present who is also recording this meeting. No one was recording and the minutes reflect that one indicated that they are recording this meeting.

The DPW Director announced that this meeting is conducted in Compliance with Massachusetts Governor Charles D. Baker's Order Suspending Certain Provisions of the Open Meeting Law G.L. c. 30A, §20 signed March 12, 2020. Most participants of this meeting are attending electronically.

CALLED MEETING TO ORDER:

Meeting was called to order at 8:46 a.m.

MINUTES:

Motion was made and unanimously voted to accept the Minutes of the April 8, 2021 meeting.

BUDGET:

MWRA:

WATER DEPARTMENT BUSINESS:

Daily Flows: We are beginning to see an uptick in the flows. They are slightly above last year.

Water Bills went out. They are dated May 7, 2021 and are due on June 7, 2021. Customers received their bill on Saturday, May 8, 2021. We have had approximately 20 billing inquiries.

Reviewed Water Commitment Comparison. The Water Commitment for this billing cycle was \$841,335.17. Last year for the same billing cycle was \$706,830.42. Residents left their sprinklers on longer due to the dry summer.

Review of Water Commitment. Chairman Dunbar and Commissioner Hutcheson will stop in the office to sign the document.

Rescind Additional Commitment. This is the account that the meter change out didn't hold it's place. It was believed that the program would have fixed itself. However this was not the case. Motion was made and unanimously voted to Rescind the Additional Commitment. Chairman Dunbar and Commissioner Hutcheson will stop in to sign.

Reserve Fund Transfer - \$50,000.00. The Reserve Fund Transfer will pay for the McIntosh skid. Two pumps are running out of the 3. Parts for the pumps are absolute. Expect replacement to get us through late June. We will hold off till fall, as the station should not be down in the peak of summer. It was advised that we may not need it or may need just a portion of the funds. Motion was made and unanimously voted to approve the Reserve Fund Transfer. Chairman Dunbar and Commissioner Hutcheson will sign the document.

The outstanding balance on the November 2020 billing is not available. No word on when to expect payment relative to Friendly's bankruptcy.

MA DEP Sampling Notifications. In July we had a chloroform sampling. There were ten sample sites. There were residual traces. ConTest had this information and we had no idea. Received a non-mopliance in Violation notice. We will be writing up a paragraph for DEP for the Drinking Water Quality report. ConTest took the blame. We no longer use them and we are using Quabbin Analytical now.

Quotes from Consultants for Water Regulations. We have Tighe & Bond on call. We are not to exceed \$15,000.00 for water. Major formatting does not make since. We will use their services as needed.

Review of Chicopee & South Hadley Rules and Regulations. Commissioners to track changes that they would like to make.

Reevaluate Entrance Fee. Tonya proposed in-law apartment entrance fee of \$1,000.00, if no modification to the existing service line. If they are going to tap the main, than it would be \$2,000.00. Motion was made and unanimously voted to approve the aforementioned fees for an in-law apartment.

Combine Water Commission with Sewer Commission. Tonya was unable to meet with Selectmen relative to the Sewer Advisory Board.

Fire Department billing. Tonya doesn't have the number. Jamie will look in the past records/minutes.

Doug was to have a statement ready relative to HWRSD lead and copper. Our system does not have lead. Vinnie indicated that this is an infrastructure issue. We must communicate with the users. Stagnant sinks, water bubblers, are usually the culprits that produce traces of lead/copper. Put in the Rules and Regulations use as guidelines. To eliminate the trace lead and copper, the sinks and bubblers must be flushed or run. We must verify this is being done.

Backflow Testing Requirements. Cross Connection Program. Discussion took place as to whether the Water Department should be charging for cross connection inspection/surveying charge.

Inspection of Water tank. We do this every five (5) years. We will inspect next year.

Glenn Drive. Chlorinated as we speak. We will be sending bacteria sample to Quabbin Analytical for evaluation. We will begin putting door hangers on the doors today to inform the residents that they may now connect to our water system.

Tank inspection. We will be contacting other vendors. It is believed that drone will do the inspection as opposed to a diver. Tank inspection to be place on the next meetings Agenda.

Resiliency Plan. June 30, 2021 preliminary plan must be completed. Will get assistance from Tighe & Bond. Final plan to be completed by December 2021. When we have a draft we will go into Executive Session.

NEXT MEETING:

The next meeting is scheduled for June 17, 2021 at 8:45a.m.

Motion was made and seconded to adjourn at 9:38 a.m.

Respectfully submitted,

Donna E. Daviau
Administrative Asst.