

# TOWNSEND WATER DEPARTMENT

540 Main Street West Townsend, Massachusetts 01474

Nathan Mattila, Vice-Chairman

Todd Melanson, Chairman

than Mattha, Vice-Churn

water@townsendwater.org

David Vigeant, Superintendent

(978) 597-2212

#### WATER COMMISSIONERS MEETING MINUTES

August 14, 2023 - 7:00 P.M.

# Water Department 540 Main Street, Meeting Room

On March 29, 2023, Governor Healey signed into law a supplemental budget bill which, among other things, extends the temporary provisions pertaining to the Open Meeting Law to March 31, 2025. Specifically, this further extension allows public bodies to continue holding meetings remotely without a quorum of the public body physically present at a meeting location, and to provide "adequate, alternative" access to remote meetings. The language does not make any substantive changes to the Open Meeting Law other than extending the expiration date of the temporary provisions regarding remote meetings from March 31, 2023, to March 31, 2025.

# Join Zoom Meeting

https://us06web.zoom.us/j/82539533939?pwd=eUg4b20xdytBbkRodDY4UUFUZFFtdz09

Meeting ID: 825 3953 3939 Passcode: 525677 Log on Monday, August 14, 2023, at 7:00 P.M. to participate.

#### I. PRELIMINARIES:

- 1.1 TM called the meeting to order at 7:00 P.M. and announced the meeting is at the Water Department office, 540 Main Street Meeting Room and by Zoom.
- 1.2 TM announced TCAM is recording the meeting and will upload it to YouTube for viewing.
- 1.3 TM announced that the meeting is being recorded on YouTube.
- 1.4 Roll Call showed members present: Todd Melanson (TM)-Chairman and Nathan Mattila (NM)-Vice Chairman. Roll call showed citizens present: David Vigeant (DV)-Water Superintendent, Chaz Sexton-Diranian (CSD)-Liaison for the Board of Selectmen.
- 1.5 Chairman's additions or deletions. None.
- 1.6 Approve Meeting Minutes of July 17, 2023. NM motioned to approve the meeting minutes of July 17, 2023. TM seconded. Unanimous vote.
- 1.7 Review correspondence. Public Comments. Citizen Wayne Freitag was in attendance to voice concern about his estimated July 2023 water bill. DV explained that his bill was estimated due to his meter not being able to be read. NM was unclear about the situation with the estimated meter and asked for clarification. TM explained that estimated meters are an industry standard in this situation. NM motioned to implement solution #2 on the print-out included in the correspondence of the meeting for August 14, 2023, which states: to credit \$24.72 for over-charge and to move 10 units to the October 1st bill for account #60333. TM seconded. Unanimous vote.

DV also asked for the BOWC to waive the interest charge for this quarter for account #60333. **NM** motioned to waive the interest charge for this period for account #60333. **TM** seconded. Unanimous vote.

# II. APPOINTMENTS-VOTES MAY BE TAKEN:

21

# III. MEETING BUSINESS-VOTES MAY BE TAKEN:

- 3.1 Discuss/Vote Account #60333, 13 Joyce Steet, Wayne Freitag RE: Overestimated read. Reviewed in 1.7.
- IV. COMMISSIONERS UPDATES AND REPORTS-VOTES MAY BE TAKEN:

4.1 NM reached out to citizen Wayne Freitag to let him know that we would be available to open the meeting room to accommodate his inability to attend the meeting by zoom.

# V. <u>LIASON UPDATES AND REPORTS-VOTES MAY BE TAKEN:</u>

5.1 Discussion about the easement of 0 Blood Road and the possibility of having a joint meeting with the Affordable Housing Trust. DV, TM, and NM all open to having the joint meeting.
CSD also reported that he has had a lot of positive feedback about both the groundbreaking and the work being done by the water department.

# VI. SUPERINTENDENT'S UPDATES AND REPORTS-VOTES MAY BE TAKEN:

- 6.1 Update/Discuss PFAS/Harbor Trace Treatment Plant. DV reported: requisition #1 has been paid out, requisition #2 will be deposited into our account on Friday.
  - The foundation will be completed on Wednesday, and they have started backfilling the building. Electrical and plumbing is next week. Harbor Trace water lines will be finished either this week or the beginning of next. Testing of the water lines will begin in September for phase one. Floors will be poured in September and the walls will be going up by the end of September.
  - TM asked for updates on the project to be posted on Facebook and the town website.
  - DV reported on PFAS: Witches Brook 2 is up to a 16.4, which is nearing the limits.
  - 512 Main Street has new siding. Ewing Electric has started on the generator.
  - For the meter change out program: currently 684 meters, exactly 33% of the town so far.
- 6.2 Disposition of 540 Main Street.
- 6.3 Other Superintendent Reports.

# **OFFICE UPDATES AND REPORTS-VOTES MAY BE TAKEN:**

- 7.1 Schedule the next BOWC meeting. The Board scheduled the next meeting for September 11, 2023, at 7 P.M.
- 7.2 Review and approve end of month reports and bill payable warrants. NM motioned to review and approve end of month reports and warrants out of session. TM seconded. Unanimous vote.

#### **ADJOURNMENT**

VII.

NM motioned to adjourn the BOWC meeting at 7:31 P.M. TM seconded. Unanimous vote.

Respectfully submitted,

Jessica Worthley Accounts Manager

Townsend Water Department

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1055 that 6:11 I received, Sincoroly futing 80.501200 billing portod. My 61:11 for portod 20.705 to et no 02 bloods Esce / 11/2 put 23A2U pap EH186 70 /040+ 4 -24 25.54 21 89 1840) 8868 Dis 82.601 21 83.8261 -02.88020 08.138 during the billing pariod, wennusses at 1880= 26650 just 89.59LE S! 5htp SO! X hhe 9E mbs tor 165 days. 3833 - 127 days = 26,244 aday poisod Svilling out total 24 24 ESEE to en hen the meter was chargies for A total osage .253518 20W Esce 12/5/3023 WAS 313633. (2018 10 3 mbg 2) Regding on 3/03/2023 Amites of (is palo 401 ist saw 11.18 botanites) IN . 24 Abill which is go days. The of asopposited bill (supposed to 10155mm 00

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# FISCAL YEAR 24 SUMMARY TOWNSEND WATER DEPARTMENT - ACCOUNTS RECEIVABLE July 31, 2023

**UNCOLLECTED FROM JUNE 30, 2023** 

157,128,61

157,128.61									
<u>CHARGED</u> 07/01/23		7/31/2023 Previous Balance Total							
USER CHAI	RGES 464,1	16.23	464,116.23						
FEES	7	08.75	708.75						
SERVICE C	CHARGES 10,9	72.50	10,972.50						
BACKFLOW	v	0.00	0.00						
SUBTOTAL TOTAL C	. 475,7 CHARGES	97.48		475,797.48 632,926.09					
RECEIVED 07/01/23 ( USER CHAI			318,362.07						
FEES	4	43.75	443.75						
SERVICE C	HARGES 6,6	36.73	6,636.73						
LATE CHAR	RGES	0.00	0.00						
BACKFLOW	٧	0.00	0.00						
SUBTOTAL TOTAL R	325,4	42.56		325,442.55					
SENT TO LIEN LIENS COLLECTED ABATEMENTS ADJUSTMENTS AJD TO MASTER				4,385.42 -59.84					
UNCOLLECTED				303,157.96 632,926.09					
OUTSTANDING: USER CHAP	RGES 297,7	87.82							
FEES	3	15.00							
SERVICE CI	HARGES 4,89	98.40		0.00					
LATE CHAR	RGES	7.04							
BACKFLOW	1	9.70							
TOTAL O	OUTSTANDING 303,1	57.86							

NO. 24-1

# TOWN OF TOWNSEND WATER DEPARTMENT

	SCHEDULE OF BILLS RECEIVABLE											
	To the	Accountant:	Town Accountant									
	The following bills, amounting in the aggregate to											
FOUR HUNDRED SEVENTY-FIVE THOUSAND SEVEN HUNDRED NINTY-SEVEN AND 48/100 DOLLARS ************************************												
	are nere	with committed foi USER	r collection.	SERVICE	BACK							
	DATE	CHARGES	CHARGES	CHARGES	FLOW	TOTAL						
	07/31/2	3 464,116.23	708.75	10,972.50	-	475,797.48						
	BOARD OF WATER COMMISSIONERS											
Todd Melanson, Chairman			Nathan Mattila	Nathan Mattila, Vice-Chairman		, Clerk						