

## Groveland Water & Sewer Commissioners Meeting

January 4, 2016

Attending: Chairman, Jack Willett, Jim Sheehan, Richard Danforth

Superintendent: Tom Cusick Jr.

Office Manager: Pat Rogers

The meeting was opened at 4:35 PM by Chairman, Jack Willett. The minutes were tabled.

Superintendent, Cusick explained the quote from Scherbon. To explained the Eaton pump. Tom stated that at the minimum the department needs to replace at least one pump. These pumps are designed differently than what the department has. Also the quote was recommended by A/D Instruments. Tom stated that he can get a different pump, there is a way to control the system now, and it does have a soft start. Eaton or Yukawa can be used. Jim Sheehan asked what if the drive goes. Tom stated that they could run the system manually. A/D like the Eaton. Jim and Tom do not like the by-passing.

**Jack Willett motioned to look further into the Yukawa, Jim Sheehan seconded the motion. Tom was told to only order one.**

### **King St Project**

Chris Darke asked if he could hook into the new sewer line. Tom and the Board stated that he could but he will have to pay the \$450.00 sewer permit. There is a manhole at the end of King Street. Since this project some of the sewer lines on Francis Ave have changed and the water quality has changed. Tom stated that he has changed the just Francis Ave to the high side. Tom will contact the women on King Street in the spring to renew her service.

### **Hydrant Repair**

The crew has repaired the hydrant near Balch Ave there was a lot of sediment and then they flushed Balch Ave, There has been no more complaints. Tom stated he will stay on schedule. Tom stated that the low side of town was flushed better. Some of the water line such as Balch Ave and King Street need to be fixed. Also the hydrant behind the fire station has been fixed.

There is one out of service hydrant across from Broad St that will be done is the spring that is a State road.

Ryan Allgrove – Environmental Partners attended the Board meeting to discuss the Rate Study.

A breakdown is that in order to do Main Street there will need to be a 15% increase in water.

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Then from there in three years in order to replace the tank there would have to be 25% increase. Then two year later another 15% increase to fix the well stations. Ryan also suggested that the department have at least 50% in our account for retained earnings.

Main Street scope at 15% is the lower part of Gardner Street to Washington Street. The Main Street along the river and Gardner Street is not included in this price. Ryan can calculate this again to include one or both of these projects. The cost of the project that was presented will be \$900,000 The part of Gardner Street that needs to be done is packed in ledge. Ryan presents the new rates.

There was some talk regarding trying to get some SRF funding.

Hydrant Rental Fees to the Town

Ryan stated that he thought \$300 -\$400.00 per hydrant would be realist. 6 to 30% of your rates should come from fire protection more that ½ of the cost if for fire protection. Ryan felt that \$100,000 is reasonable rate. Also there should be a cost to sprinkler. Also Ryan stated that the system development fee should be \$3700.00 now.

Budget

Tom explained the he had leveled funded the majority of water budget. The labor line is the same based off that number he could address the operator rate scale. Tom presented that to the Commissioners. The Board stated that the call out pay should stay the two hours not three hours. Jamie has been here over five years and the Board had suggested a longevity increase. That would still be less than \$36.50

Tom stated he will be extending Matt Silva probationary period.

**Jim Sheehan motioned to give change the call pay from two hours to three hours. There was a lengthy discussion regarding this. Richard Danforth voted no, Jack Willett voted no. Motion did not carry.**

**The Board did agree that the crews' job description should read essential employees.**

Operator's License

There are three different license, Collections, Hoisting and backflow. After a lengthy discussion, Richard Danforth motioned \$1.50 per hour at the Board's discretion and this will be covered within the 2% increase. All in favor Danforth yes Sheehan yes Willett no.

**Superintendent's Description**

The Board stated that the hours worked needs to be 40 hours. Jack Willett motioned to accept the addendum to Superintendent's Job Description to add 40 hours worked. Jim Sheehan seconded the motion all were in favor. Motion passed. Tom's salary increase that was promised of 6%. Jim Sheehan stated that he would go to Town Meeting again and ask for it. But he did not feel it would pass. Richard Danforth stated he did not feel that the

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Finance Board would say yes. Tom stated he could get information to back up his numbers. Richard Danforth stated that it's not just what the Board feels it's what the Board hears.

**Jim Sheehan would support a 4% increase in Tom Salary line. Jack Willett seconded the motion. All were in favor.**

**Shirley Briscoe - Garrison St**

She has requested to be reimbursed for work done because of a frozen pipe in the road. (See attached letter) **Jim Sheehan motioned not to reimburse her for the work. According to our policy we do not cover frozen pipes. Richard Danforth seconded the motion. All were in favor.**

**Erin Robitaille, 172 Washington St** – There was a service leak at this property and the department fixed it and billed the customer. **Jim Sheehan motioned to send a letter and state that it was an active leak and the customer is responsible for the \$631.50 Seconded by Richard Danforth.**

For the next meeting the Board would like to see a profit and loss for both budgets and the pump age report.

The next meeting will be January 25, 2016

The meeting was adjourned at 8:01 PM

Respectfully submitted,

Pat Rogers