

BOARD OF WATER COMMISSIONERS

MEETING MINUTES

Date: July 2, 2020 Time: 4:30 PM Location: Norwell Water Department
345 Main Street, Norwell

In Attendance: Fred St. Ours St. Ours, Peter Dillon, Steve Ivas and Water Superintendent Jack McInnis

Minutes Prepared by: Donna Snow

1. All parties were present via Skype while we continue to work in a remote environment.
2. Fred St. Ours motioned to approve the meeting minutes from 6/18/20, Peter Dillon seconded all in favor at 4:36pm
3. Water Restrictions were discussed; Jack McInnis spoke with a Patriot Ledger reporter today. Jack McInnis provided the statistics to the Board and will reassess the situation in a couple of weeks based on the weather, demand and water levels.
4. End of year financial status; the line item budget balance currently shows \$61,994.73 which will turn into water surplus. Jack McInnis states there may be a hiring freeze and he is appreciative that his carry over vacation was paid to him since he does not have a Treatment Plant Manager currently.
5. Jason Federico talked to Blue Leaf they suggest collecting a years' worth of data and then they will submit a pilot study proposal for treatment at Grove Street. Once they have a years' worth of data they can have a customized pilot study. Peter Dillon stated Town Meeting is necessary to take action on any proposed projects.
6. Water Main Highway crossing project was discussed, all the survey work has been done and they are working now on something to submit to the State. Steve Ivas noted we have the money but we do not have Town approval to proceed. Both Fred St. Ours and Peter Dillon are in agreement, even preliminary work needs approval at Town Meeting. Steve Ivas mentioned a question may arise about another project under South Street, the Board agreed it is part of their long term plan. The Board members had a short discussion about presenting articles at Town Meeting.
7. Darleen Sullivan recently reached out to Jack McInnis about the balance of the Water Bond Water Mains ART 22-FY14 / 33-450-2786-3580.

8. Steve Ivas was sworn in this morning with the Town Clerk. Fred St. Ours nominated Peter Dillon as Chairman, Steve Ivas seconded; all in favor at 5:02. Steve Ivas nominated Fred St. Ours as Vice Chair, Peter Dillon seconded; all in favor at 5:03. Fred St. Ours nominated Steve Ivas for Clerk, Peter Dillon seconded; and all in favor at 5:03.
9. Covid-19 Update at Town Offices provided by Donna Snow. The Water Department Office is still working on a rotating basis to cover the office and alternating remote days. Donna Snow explained that 47 final water readings were done by the Office so that the Distribution Mechanics did not have to enter homes. The process of obtaining a reading for final water bills has been an efficient process which has worked well for the Office and residents.
10. Fred St. Ours shared information from the Town of Weymouth, he noted their CCR reports are shared with resident's electronically. It is an opportunity to save money to send a portion of the CCR reports electronically. Fred St. Ours advised it was delivered as a postcard it was not an insert in a bill. Steve Ivas suggested keeping this an agenda item for future discussion.
11. Peter Dillon mentioned the resident at 175 Cross Street reached out to him. It appears the resident had a leak but the resident has not paid the water bill since 2016. After some research it was discovered that the resident signed up for paperless billing. Peter Dillon is hoping some fees can be waived and upon further review it appears she experienced a leak for a period of time based on consumption history. Peter Dillon also raised the question about how a water lien works, once it is billed out to real estate and collected in real estate how is the money returned as Water revenue. Peter Dillon will reach out to resident and circle back to the office. Donna Snow explained e-billing is problematic, Fred St. Ours was comfortable removing penalties. Steve Ivas thinks we can have further discussion regarding e-billing.
12. Steve Ivas motioned to adjourn; Fred St. Ours seconded; all in favor at 5:27pm

Accepted: Steve Ivas Date: 22 Jul 20