

## **BOARD OF WATER COMMISSIONERS MEETING MINUTES**

Date: April 7, 2022

Time: 4:30 PM

Location: Norwell Water Dept.  
345 Main Street, Norwell

**Present:** Fred St. Ours, Peter Dillon, and Interim Water Superintendent Jason Federico

**Prepared by:** Donna Snow


1. Meeting Minutes: Peter Dillon motioned to approve the meeting minutes from 3/3/22 and 3/17/22; Steve Ivas seconded; all in favor at 4:38pm.
2. Billing insert: The Board approved of the billing insert stating it is simple and informative. Fred St. Ours asked if the Department plans to do this for every commitment, Peter Dillon thinks we should.
3. Cross Connection discussion: The Board discussed cross connections between Town water and private wells and determined that a physical separation is required, or the town water must be shut off. Fred St. Ours and Peter Dillon will follow up with two different locations which have been identified to make sure they no longer have a cross connection.
4. Backflow: The Water Department has prepared a shut off notice which will be sent by certified mail to both the physical location and corporate office giving the business 45 days for payment. The outstanding balance for Stop and Shop is currently \$210.00. Two schools also need to repair devices which failed at the most recent backflow testing. Jason Federico will talk to his staff about making the repairs for these backflow devices.
5. Filling Stations: Several locations were discussed, Fred St. Ours asked if we have other options for filling stations. Jason Federico advised the cost is 70k for two years. Fred St. Ours asked about blending water as a potential solution. Jason Federico advised we are sending well 1/6 samples to a new lab. The company does all the maintenance, and the water staff takes samples. In order to accommodate the water stations, it is necessary to have additional space inside the building. The Board discussed South Street as a possible location since Grove Street would be difficult with regard to traffic in the area. If water is made accessible 24/7 this would require a camera and lights to prevent vandalism. Peter Dillon also asked if other towns are using anyone else, Fred St. Ours asked if we can be reimbursed by any funding source for this effort? The most economical solution still needs to be researched and the location would most likely be South Street. Fred St. Ours asked Jason Federico to research the

cost to buy one, Peter Dillon asked can we rent a station for six months. Jason Federico will explore the cost for bottled water; gallons or a tanker truck of water that can be filled from well 2 or a stainless-steel option to fill with water from well 2. Fred St. Ours asked can we start out with bottled water and transition to some other solution. If it is bottled water, then the station has to be manned for a limited number of hours. Jason Federico can get more information from his DEP contact. Fred St. Ours likes the idea of having a tank and fill it from well 2 right now; Peter Dillon noted the summertime is the most critical period and it is not critical in the winter. Another suggestion is to run a collaborative fill station with Hanover – Jason Federico will talk to Hanover. The Board feels a limit must be established per day for each household. The Board recommended in order of priority: bottled water as first choice and Hanover location as a second alternative and a filling station as the last option. As soon as wells 1/6 are back we need to start testing right away. Pace labs has a 1.5-week turnaround time for well 1 and 6.

6. Bid Opening for SSTP Vessels: Peter Dillon opened bids at 5:15pm with Calgon first and Tigg was opened next. Jason Federico recorded the bids amounts and breakdown, he will do the calculations and send out an email tomorrow.
7. Water Cooler: Jason Federico was approved for water cooler at treatment plant. Fred St. Ours asked about the bubbler at Town Hall but Jason Federico suggested leaving it off while we contend with PFAS but he did offer to have Scott O'Keefe remove the bubbler in the meantime.
8. Work Order Update: Jason Federico has coordinated a paperless work order system with email addresses for the office. The Board approved getting the distribution staff town emails. Steve Ivas would like a town email address also. Fred St. Ours stated if one commissioner gets an email, they should all have them.
9. Summer Help: Jason Federico wants summer help to assist with scanning and properly filing our permanent records for Water. Peter Dillon also wants hydrants painted. Jason Federico informed the Board that the meter reader/installer is now doing meter change outs.
10. Not Anticipated Excavation Services: Glen Ferguson has a paving plan so Jason Federico plans to initiate a bid for excavation services to be held during the first meeting in May. He may separately go out to bid for replacing hydrants. Jason Federico explained he has plenty of inventory for hydrants, however he doesn't anticipate having left over money this year.
11. Booster Station: Jason Federico reviewed items he needs to spend money on and outlined the reasons why. He recently called Scada to control the domestic pump and assist the people on High Street with water pressure, he explained we are not going to fix the problem, but we can mitigate some of controls.

12. South Street: Jason Federico invited the Board to inspect the South Street Treatment Plant. For the next meeting. Jason Federico discussed the septic layout at South Street with the Board. The lagoon is a forest now, but he has a contractor coming in to look at removing the overgrowth in the lagoon.
13. Generators: Well 10 has one, well 5 has a direct drive to pump water only. South Street is the only place for a backup generator. Paradise Drive has small portable generator now. Jason Federico indicated the priority is well 5; then Paradise Drive for propane to avoid filling gas generators in a storm. Well 2 and Washington Street would then come next in priority order. The price range varies between home and commercial grade and the options are air cooled versus water cooled. The cheapest option is 7k vs. 16k for Paradise Drive. Fred St. Ours asked will it come on automatically, Jason Federico confirmed it would. The wooden building at South Street is oil heat supplied by Rand Handy. The Board reached a consensus for putting a generator at well 5 and Paradise Drive; 37k plus 7k for a total 44k and 8k for Paradise Drive.
14. Jason Federico needs a new laptop; Jack McInnis's old computer is out of warranty. Fred St. Ours explained some items may have to come from FY23 budget. The cost estimate is \$2,700 for a new laptop. Jason Federico also needs a large format scanner if we have money left over, Steve Ivas said that is a good idea. The Epson brand is what Jason Federico is looking at. Jason Federico also suggested having Hoadley come in and show them our stockpile of old equipment that we are not using.
15. Steve Ivas made a motion to direct Jason Federico to sign the departmental payroll, Fred St. Ours seconded; all in favor at 6:14pm.
16. Jason Federico is looking at a cellular internet gateway so during a power failure they do not lose internet for the Scada system. CAT5 wiring is also going to be done soon with patch panels and labels.

Fred St. Ours made a motion to adjourn the meeting at approximately 6:22 PM, seconded by Peter Dillon.

Accepted:  Date: 5/19/22

