

BOARD OF WATER COMMISSIONERS

MEETING MINUTES

Date: October 18, 2018 Time: 4:30 PM Location: Norwell Water Dept.
345 Main Street-Office

In Attendance:

Board members: Steve Ivas, Fred St. Ours and Water Superintendent Jack McInnis.

Meeting Minutes Prepared By: Donna Snow

1. The Board members signed abatements, commitments and vouchers.
2. Peter Dillon was not present at tonight's meeting.
3. Steve Ivas motioned to approve meeting minutes from both 9/21/18 and 10/4/18; Fred St. Ours seconded; and all in favor at 4:37pm
4. Water Connection Fees at 40 River Street – Jack McInnis explained a redesign for site work was done, with a 2" domestic service. The BOWC had agreed at last meeting to discount the fire suppression service by 50%.
5. Excavation Bid Services – Fred St. Ours explained they do not want a bid for 2.5 years, Steve Ivas agreed. Jack McInnis explained he is planning for the bid opening on December 20th, with an effective date of January 1, 2019 (1.5 years duration). Jack McInnis wants the ability for the second lowest priced bidder to be able to ~~take the bid~~ *PERFORM THE WORK AT THE DISCRETION OF NWA* if the first lowest bidder is unavailable. Jack McInnis also established a minimum four hour call out. Steve Ivas inquired if they should seek a legal interpretation, Jack McInnis did not feel it necessary. Steve Ivas announced to approve by consensus with only one small date change: June 30, 2021 to be modified to: June 30, 2020.
6. Water System Maintenance Trainee – Jack McInnis received six candidates to interview, one whom declined, and two that did not show up for interview, in total he interviewed only three candidates. One candidate stood out but Jack McInnis would prefer to select from another set of candidates.
7. Kings Landing Water Main Project – Jack McInnis advised the water main had passed initial pressure test months ago, but the chemical test took 3-4 weeks to pass. Steve Ivas asked how

Dandel did with this project, Jack was satisfied with the work and explained 10% was held back until complete. Only one resident at 81 Kings Landing has water and meter installed. Jack McInnis did advise he has some small housekeeping items still awaiting resolution.

8. Water Main Flushing Program – Steve Ivas asked noticed water pressure decreased when flushing was being done. Jack McInnis explained a gate was inadvertently left off which resulted in low water pressure. This evening is the last night for flushing according to Jack McInnis. Fred St. Ours asked if this is being done with overtime funding. Jack McInnis stated the staff will earn overtime starting at 8pm, and shutting down at 12:30pm, with their regular shifts starting at 7am the next morning.
9. Peoples GIS Update – Steve Ivas asked has NWD been using GIS, Jack McInnis explained not to the degree that we could. Jack McInnis described work flow issues that may arise but will share system map and forms with BOWC. Jack McInnis advised the work order form in people GIS is four pages instead of the current one page. Work flow will need to allow Steve Gatanti to identify daily who is to take task on the work order. Only the person who completed the work order would need to remit the completed form back to the office. Steve Ivas would like the hydrants and gate valves numbered. Jack McInnis explained with Well #2 and Kings Landing coming to a close he feels comfortable having Allen Perlin tasked with moving GIS forward.
10. Discuss Zollin Property – the BOWC reviewed the map, Steve Ivas noted 8 acres of upland. Fred St. Ours is interested if it has value to Water Department. Fred St. Ours said they need to talk to Peter Dillon to find out why it may be worthwhile. Jack McInnis says for the money we could rehab Well #10 or a Water Treatment Plant at Grove Street. Steve Ivas suggested if conservation is looking for NWD interest they can come forward with a request.
11. Steve Ivas motioned to adjourn; Fred St. Ours seconded, all in favor at 5:58pm.

Items not anticipated 48 hrs. in advance of meeting

Accepted: Fred St. Ours Date: 11/1/18