

BFD BOARD OF WATER COMMISSIONERS MEETING

January 10, 2023, at the Water Department office

PRESENT WERE: Board of Water Commissioners, Chairman Bassett, Commissioner Stephen Whitmore, and Commissioner David Mason. Also present: Sean Anderson, Erica Lotz, Assistant Superintendent Ron Tivey & Gordon Starr.

- Meeting called to order at 2:30 PM
- Warrants and payrolls signed.
- Commissioner Whitmore **motioned** to approve the meeting minutes for December 13, 2022, **seconded** by Evelyn Bassett. **The motion passed unanimously.**

Abatement Request – Muhlebach, 150 Millway

- George Muhlebach had a leak much higher than previous use at the same time other years.
- Collector Kim Vermette presented the facts and repair receipt. It was recommended to bill the entire consumption at the lowest rate in the tiered rate structure.
- Commissioner Whitmore **motioned** to bill the entire consumption at the lowest rate, the **motion was seconded** by Chairman Bassett and passed unanimously.

Revision of the BFD Water Department Rules and Regulations

- Superintendent Anderson mentioned he had begun revision but needs additional time. This should be coordinated with the by-laws. Therefore, may be further tabled until the by-law committee is formed, and by-laws changed/amended.

Capital Projects Update

Filtration Plant Project

- Erica Lotz, Stantec engineer, discussed completion of funding applications & design for construction cost estimate of 20.8 million dollars.
- Other costs like construction fees & services by the engineering team currently bringing our project total to 23 million dollars.
- We need to have another vote by the district for the additional amount/total. Erica felt timing of the vote and dollar amount were important to discuss. The construction contingency includes a 10% which aligns with DEP expectations. The contingency considers increase cost of materials and small details being changed. Erica was also considering a 20% contingency to give an extra buffer which would bring the project total to 25 million dollars.
- Superintendent Anderson pointed out this increase we are asking the district to vote for is not necessarily going to be used or all used, just considered in the event it is needed. The cost of chemicals we use to treat our water have increased since last year by 72% and therefore, we can expect this capital project to increase.
- The Commissioners all discussed the questions the residents will ask, especially why this wasn't addressed when the original monies for this project were requested.
- Gordon Starr asked if the increase would raise a flag with the DEP. Erica assured this would not.
- Erica pointed out the process order next is go out to bid, district vote, and once increase approved by the voters then 5% is allowed contingency by DEP, then loan amount is initiated based on that figure.
- Mass General Laws Chapter 149 requires the contractor be signed up giving notice to proceed the work within 30 days of the bid. Erica stated we would need more than 30 days if we did the voting afterwards. She is hoping to find a way to raise that requirement.
- Discussion was held on the advantages and disadvantages of holding a regular meeting versus a special meeting.
- We will begin prequalification process for general contractors mid to late February – generate interest.
- Actual Bid and price phase in March, for sub-bids

- Early April bids for general contractors
- Discussion whether pricing can be held – hopefully at least 90 days.
- There are currently no alternates in the bid documents.
- Erica will work with the team to present all the detailed elements.
- Cost of bid process is approximately between 20 and 40,000 dollars and the engineering service is a part of that

Well 1 Status

- Modifications made to not store more than 1,000 gallons of chemical.
- Well 1 is now insured.
- For code we need a fire suppression system
- Tom Sexton to write letter requesting an alternative method of compliance with the modifications we have made.
- Superintendent Anderson can ask the Town building department to be rejected & appeal to the state.

Well 3 Redevelopment

- Superintendent Anderson has received three quotes as required.
- Maher Services came in at \$18,285, Weston & Sampson came in at \$23,500 & one was unresponsive.
- This would be using the regular budget of the district.
- Superintendent Anderson received agreement from the Board to go ahead and hire Maher Services

ARPA Funding

- Superintendent Anderson is still working on this, has left two voicemails and awaits a response.

Oak Street Easement

- Attorney Chuck Sabatt has reached out but not heard anything back yet.
- Treatment plant certificate for the SRF – he expects to have the certification tomorrow or Thursday

Budget FY 23 & Proposed FY 24

- Chemicals increased recommended.
- Gas increased also recommended; office as well as station 1.
- Recommended 25% increase in part time wages.

Assistant Superintendent Wage

- Ron received an increase of \$6.00 raise only while acting Superintendent.
- Superintendent Anderson stated now that Ron did not become promoted to Superintendent Ron's rate of pay went back to prior rate of pay and that Ron would ask for an additional \$3.00
- Ron returned to the meeting and requested \$4.00 increase.
- The Board has discussed that they previously agreed to raise Ron once he got his next license.
- **Evelyn made a motion** to raise Ron's salary by \$4.00 per house and once he had received his license as previously discussed he would be increased an additional \$2.00. **Commissioner Whitmore seconded the motion, and the motion was passed unanimously.**

Commissioner Whitmore made a **motion to adjourn** the meeting. Chairman Bassett seconded the motion and the meeting was adjourned.

Respectfully Submitted,

Kim B. Vermette