



TOWN OF MEDWAY
WATER & SEWER COMMISSION
MEDWAY, MASSACHUSETTS

Commissioners

Leo O'Rourke, Vice Chair
Steven Burke, Member
Michael Callahan, Member

Meeting Minutes

APPROVED 06/03/19

February 26, 2019
Medway Middle School
45 Holliston Street, Door # 9
Medway MA 02053

In attendance: Leo O'Rourke, Acting Chairperson
Michael Callahan, Commissioner
Steven Burke, Commissioner

Also attending: Dave D'Amico, DPS Director; Barry Smith, Water & Sewer Superintendent; Judi LaPan, Program Administrator and Recording Secretary

Acting Chairman O'Rourke called the Water & Sewer Commissioners meeting to order at 6:35 PM.

Commissioner O'Rourke made a motion to approve the minutes from the 01/22/19 meeting. Commissioner Burke seconded the motion. Motion carried unanimously.

Restructure of the Board- Tabled until the next meeting. Commissioner O'Rourke will remain as the Acting Chairman.

Abatement Requests

3 Grace Terrace- After reviewing the abatement request and speaking to the Mahan's it appears they have had an intermittent toilet leak since they bought the home in November of 2016. Their bills have always been in the 3,000 cf range, going up a bit in May and sometimes August due to filling or topping off their pool so they just thought that was their normal consumption. They did not realize the intermittent toilet leak was causing their usage to be so high. The toilet leak got worse in the fall and they shut the valve off in the toilet that was leaking the most. In January 2019 they replaced both toilets. Their consumption has already dropped quite a bit since they shut the valve on the leaking toilet and then replaced both toilets. They are requesting relief for the Nov. 2018 bill cycle as it creates a financial hardship. In order to determine their average consumption without a leak we will need to wait to see a few bill cycles which will allow us to determine an abatement value.

Action: The Commissioners will defer this request until after the May bill cycle and possibly the August bill cycle to obtain better consumption history.

Water Conservation Rebate Program

Discussion: It was brought to our attention that a Plumbing permit is required for toilet replacements. The cost of the permit is \$50. The Commissioners discussed increasing the rebate to offset the cost associated with installation. Commissioner O'Rourke would like to increase the rebate from \$100 per toilet to \$200 per toilet. The Commissioners discussed eligibility guidelines for multi-unit buildings: Condominiums, Multi Family Homes and Apartment Complexes. The general consensus is that that neither commercial nor rental properties should be eligible. The Commissioners also discussed condominiums and whether or not owner occupied units should be eligible.

Action: The Commissioners asked Ms. LaPan to mock up a new application to include the Plumbing Permit as a requirement of the program. This will be reviewed at the next meeting allowing for further discussion.

Directors Report:

FY20 Budget Discussion: Director D'Amico informed the Commissioners that the DPW has a budget hearing on Saturday March 2, 2019. The Commissioners are welcome to attend. Commissioner O'Rourke requested a debt breakdown at the last meeting. Director D'Amico provided a spreadsheet and discussed the debt breakdown. Commissioner O'Rourke brought up a few areas of concern within the spreadsheet.

Action: None

Rates: Director D'Amico discussed the FY20 Rate Target.

Action: Director D'Amico will provide additional data for review at the next meeting

Director D'Amico gave a brief update on the engineering estimate for the satellite wells, unaccounted for water and the ASR (Annual Statistical Report). W & S Superintendent Smith updated the Commissioners on the annual well maintenance plan. Each well is taken off-line, preventative maintenance is performed and then the well is put back together. The screens are cleaned at least once a year and more often if necessary. He reminded the Commissioners that he is available to give them a tour of the wells and tanks. He also felt it would be a good idea for the group to visit other sites that Haley & Ward have developed.

The next meeting is scheduled for Monday April 1, 2019 at 6:30 PM. The meeting will be held in the DPS Conference Room, 45B Holliston Street, Door 9, Medway MA.

Commissioner O'Rourke made a motion to adjourn at 7:55PM. Commissioner Callahan seconded the motion. Motion carried unanimously.

Respectfully submitted,
Judi LaPan