



TOWN OF MEDWAY  
WATER & SEWER COMMISSION  
MEDWAY, MASSACHUSETTS

**Commissioners**

Leo O'Rourke, Chair

Robert Wilson, Member

Francis E. (Ted) Kenney  
Jr., Member

Meeting Minutes

**APPROVED-05/15/17**

April 13 2017

DPS Conference Room  
45B Holliston Street  
Medway MA 02053

Present: Bob Wilson, Leo O'Rourke, Ted Kenney, Barry Smith and Administrative Assistant Kelly Millette.

Leo O'Rourke makes a motion to open the Water/Sewer Commissioners meeting at 5:00 PM. Bob Wilson seconded, unanimous vote.

Leo O'Rourke makes a motion to approve the minutes from the March 20, 2017 meeting. Ted Kenney seconded, unanimous vote.

**Abatements Requests:**

**Abatement request – 26 Karen Avenue** – Richard & Barbara McDaniel – The homeowners had a leak in a toilet. The homeowners are requesting an abatement due to the financial hardship this high bill creates and the fact that they were unaware they had a leak until they received the high bill. They shut the valve off to the toilet until the plumber came out and replaced the flapper. This is a water and sewer account. They were billed for 2,408 cf of water/sewer used. The homeowners use an average of 1,397 cf per quarter. This leak represents approximately 1,011 cf of lost water. If an abatement were granted the value would be approximately \$123.34. The breakdown is as follows: \$ 68.34 for water and \$55.00 for sewer.

Half of the value would be \$ 34.17 for water and \$27.50 for sewer for a total of \$ 61.67.

**Ted Kenney made a motion to approve the abatement as written above. Leo O'Rourke seconded the motion.**

**Unanimous .**

**Abatement Requests Continued:**

**Abatement request – 7 Oakland Street** – Helen Durkin– The homeowner had a silent leak in a toilet. The homeowners are requesting an abatement due to the financial hardship this high bill creates and the fact that they were unaware they had a leak until they received the high bill. They shut the valve off to the toilet until they were able to replace the flapper. This is a water and sewer account. They were billed for 7,039cf of water/sewer used. The homeowners use an average of 1,366 cf per quarter. This leak represents approximately 5,673 cf of lost water.

If an abatement were granted the value would be approximately \$852.09. The breakdown is as follows: \$ 476.32 for water and \$375.77 for sewer.

Half of the value would be \$ 238.16 for water and \$187.89 for sewer for a total of \$ 426.04.

**Robert Wilson made a motion to approve the abatement as written above. Leo O'Rourke seconded the motion. Unanimous .**

**Water & Sewer Rules and Regulations:**

Barry Smith presented the revised regulations to the board. From there he listed the changes that were made throughout the document. Examples: under sewer permits, there is now a link for the Charles River Rules and Regulations; Documented that DPS needs copies of as built drawings to close out all permits. The Commissioners were happy with the changes made, and were happy with the progress Barry Smith has made in the short time in taking on Deputy Director.

**Robert Wilson motioned to approve the Water & Sewer Rules and Regulations. Ted Kenney seconded the motion. Unanimous.**

**Water & Sewer Fees:**

Barry Smith presented the revised fee schedule to the board, along with the current fee schedule. Barry pointed out several changes. Examples: Monthly rental for hydrant meter; Final Bill emergency reading added; Robert Wilson felt that verbiage should be the same for all instances where an employee overtime charge would be warranted.

Sewer permit fees currently \$100 – The Commissioners felt that this fee is too low. The cost needs to cover inspection, administrative work etc.

**Ted Kenney motioned to increase to \$250.00. Robert Wilson seconded the motion. Unanimous.**

Barry Smith will update with the changes, and will be placed on next month's agenda for review and approval.

**Directors Report:**

Barry Smith advised the Commissioners that the scheduled maintenance of the Populatic Well had gone as planned. We met the deadline and came in under budget. Barry Smith explained hydrant flushing would be performed over the course of the next few weeks. Flushing will be performed overnight, so as to not interrupt residents as much. Barry Smith explained to the Commissioners that he does 1 zone per

season, and we are currently flushing zone 3. This in turn results in a better flush, and less complaints regarding discoloration in water.

#### **Open Discussion:**

Barry Smith informed the Commissioners that a demonstration on software that allows residents to monitor their own consumption was performed. The software would allow for public usage, which would give residents access to view their water consumption. Therefore they would be responsible for their own tracking of leaks, and we could possibly do away with Abatements. Leo stated he would like us to pull a report to see the dollar value they have signed off on in abatements in the past year or so. That would give them an idea if the cost of the program would be worth it. Barry also discussed the programs ability to let the residents know of a water main break, or anything else that is time sensitive. Residents can also set up alarms for when their water usage gets high for their account, so they are in control. DPS administration does their best to watch for possible leak / high usage accounts. However there are too many residents for them to be responsible to catch all. This system would make the homeowners responsible.

Ted brought up the possibility of Medway applying for grants which could help offset the cost.

All men agreed they would like a demonstration set up for them to partake in. So they can see exactly what the cost of the program would entail.

**The Commissioners discussed water and sewer rates and the timeline required to establish rates for this year. This discussion led to Ted Kenney and all members present discussing water quality and aesthetic issues, focal treatment options (at individual wellheads versus centralized treatment) and the need for the development of new sources going forward. Haley & Ward are in the process of putting together information that will address water quality issues.**

The next meeting is scheduled for May 15, 2017 at 6PM. The meeting will be held at the DPS Conference Room, 45B Holliston Street.

***Bob Wilson made a motion to adjourn at 7:25 PM. Ted Kenney seconded. Unanimous vote.***

Respectfully submitted

Kelly Millette