

*Town of Wilmington*  
*Water & Sewer Commission*  
*November 19, 2015 Meeting*

The Water and Sewer Commission met on November 19, 2015 in Room 9 at the Town Hall. The meeting was called to order at 5:30 PM. Present were Chairman Joseph Balliro, Commissioner Robert LaVita, Utility & Business Manager Joseph Lobao, and Recording Secretary Diane Forest.

**Approval of Minutes**

September 17, 2015 – Tabled

October 15, 2015 - Tabled

**Billing Adjustments and Corrections** – None

**Abatement Request – 895 Woburn Street**

Jeffrey D. Sheehy of Woburn Street Associates LLC submitted an abatement application for a \$21.84 penalty charge assessed to their May 1, 2015 water & sewer bill. Mr. Sheehy claimed that they mailed their payment in on May 19, 2015 but the check did not clear the bank. Another check was mailed for payment. The Commission members discussed the issue. The Town does not assume responsibility for what happens to mail via the USPS. ON A MOTION MADE BY CHAIRMAN BALLIRO SECONDED BY COMMISSIONER LAVITA IT WAS VOTED TO DENY THE APPLICATION FOR A \$21.84 ABATEMENT AS SUBMITTED BY MR. JEFFREY D. SHEEHEY OF WOBURN STREET ASSOCIATES, 895 WOBURN STREET.

**Monthly Report**

The monthly report for October of 2015 was reviewed by the Commission.

**Hydrant Winterization**

Hydrant winterization has begun. Mr. Lobao explained that the Town is divided into several precincts and Water Department crews inspect each hydrant in Town to ensure its proper operation. The hydrants are drained of any water and if they do not drain properly, they are pumped down. All information is recorded and stored in a database.

**Well Field Cleaning Update**

Invitations for bid for the cleaning of the Brown's Crossing well field were opened this week and the low bid of \$90,269 was submitted by D.L. Maher Co. These wells have lost approximately 1/3 of their pumping capacity since installation. Mr. Lobao explained that there is \$182,285.88 in the Hillside Way tank inspection capital outlay account. Since this project is complete and needs no additional funds, Mr. Lobao requested a vote to approve the use of the \$182,285.88 for the Brown's Crossing Well Field Cleaning Project. ON A MOTION MADE BY COMMISSIONER LAVITA, SECONDED BY CHAIRMAN BALLIRO IT WAS VOTED TO TRANSFER \$182,285.88 FROM THE HILLSIDE WAY INSPECTION CAPITAL OUTLAY ACCOUNT INTO AN ACCOUNT FOR THE REHABILITATION OF THE BROWNS CROSSING WELL FIELD.

**Other Business**

As discussed at the last meeting, the Water and Sewer Department is in the process of budget planning for Fiscal Year 2017. Discussion of the 5 – Year Capital Improvement is being revisited. Notable projects now include:

1. Evaluation of the Nassau Avenue Water Storage Tank
2. Middlesex Avenue to Federal Street Water Main Improvement

3. Replacement of Suspended 6" Water Main on Route 125
4. Barrows Well Field Phase II

**Public Comment Period** – None

**Next Meeting**

**The next regularly scheduled meeting of the Water & Sewer Commission for December 17, 2015 has been rescheduled for December 10, 2015 at 5:30PM in Room 9.**

There being no further business a motion to adjourn carries at 6:45 PM.

Respectfully Submitted by:

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Diane Forest, Recording Secretary