

*Town of Wilmington*  
*Water & Sewer Commission*  
*July 17, 2014 Meeting*

The Water and Sewer Commission met on July 17, 2014 in Room 9 at the Town Hall. The meeting was called to order at 5:00 PM. Present were Commissioner Robert LaVita, Commissioner George Allan, Utility & Business Manager Joseph Lobao, and Recording Secretary Diane Forest.

**Approval of Minutes – June 19, 2014**

ON A MOTION MADE BY COMMISSIONER LAVITA, SECONDED BY COMMISSIONER ALLAN IT WAS VOTED TO APPROVE THE MINUTES OF THE JUNE 19, 2014 MEETING.

**Billing Adjustments/Corrections**

The approved billing adjustments/corrections were presented to the Commission for ratification.

William Wolfe	20 Oakdale Road	Residential	Lien Fee Chg. In Error	\$10.00
Ann Marie Casey	134 Aldrich Road	Residential	Late Fee App. M. Kelly	4.61
Lightolier	45 Industrial Way	Industrial	Estimated Reading	2,047.26
EAF Wilmington Station	10 Burlington Ave	Residential	Final FP Adjustments	250.71
EAF Wilmington Station	10 Burlington Ave	Residential	Final FP Adjustments	814.75

ON A MOTION MADE BY COMMISSIONER LAVITA SECONDED BY COMMISSIONER ALLAN IT WAS VOTED TO RATIFY THE BILLING ADJUSTMENTS AND CORRECTIONS AS APPROVED BY UTILITY & BUSINESS MANAGER JOSEPH LOBAO AND/OR, TREASURER-COLLECTOR PAMELA MACKENZIE.

**82 Salem Street – Water Back Charges**

Upon connecting to the municipal sewer system it was discovered that the electronic reading device on the meter had been transmitting inaccurate readings for an unknown period of time. Once an actual reading was obtained from the meter register, it indicated that more water was used than what was actually billed. The usage on the meter register itself was recorded accurately. As shown on the attached spreadsheet, the unbilled usage was averaged & prorated. The lowest rate was used for the block reading quarters in order to calculate the unbilled usage. ON A MOTION MADE BY COMMISSIONER LAVITA AND SECONDED BY COMMISSIONER ALLAN IT WAS VOTED TO APPROVE THE PRORATED BACKCHRGES FOR UNBILLED WATER USE IN THE AMOUNT OF \$1,405.07 AS DETAILED IN THE ATTACHED SPREADSHEET.

**Water Department Rules & Regulations**

It was explained to the Commission that the price of a residential water meter and shut off valve has historically been included with the connection fee. Due to the price increases of meters and meter parts an increase was recommended. ON A MOTION MADE BY COMMISSIONER LAVITA SECONDED BY COMMISSIONER ALLAN IT WAS VOTED TO INCREASE THE COST OF A RESIDENTIAL WATER METER FROM \$75 TO \$190 AND THE SHUT OFF VALVE TO \$30.00. This will increase the cost of a ¾" water service connection from \$600 to \$745 and a 1" water service connection from \$1150 to \$1,295. Commercial and industrial meters will continue to be the responsibility of the owner.

**Middlesex Avenue Update**

The water main upgrade on Middlesex Avenue by the High School has been installed and passed the pressure test and bact-t sampling. The water services will now be transferred over from the old main and connected to the new main. The main upgrade will continue towards the intersection of Glen Road.

**North Intermediate School – Sewer Connection**

The septic system has failed at the North Intermediate School. Public sewer is available via an existing stub at the location. Approximately 500' of PVC and 5 manholes will need to be installed to complete the connection.

**Monthly Report**

The monthly report for June 2014 was reviewed by the Commission.

**Other Business**

As discussed at a previous meeting, additional maintenance is needed for the rehabilitation of the Hillside Way WST. The original amount budgeted is not enough to cover the cost of the work. Mr. Lobao requested a transfer of funds from the Lowell Street Water Main Project. ON A MOTION MADE BY COMMISSIONER ALLAN SECONDED BY COMMISSIONER LAVITA IT WAS VOTED TO TRANSFER \$386,074.98 FROM THE LOWELL STREET WATER MAIN PROJECT TO THE HILLSIDE WAY WST REHABILITATION PROJECT.

**Public Comment Period** - None

**Next Meeting**

**The next meeting of the Water & Sewer Commission – August 21, 2014 at 5:00 PM.**

There being no further business a motion to adjourn carries at 5:40 PM.

Respectfully Submitted by:

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Diane P. Forest, Recording Secretary