

Town of Wilmington
Water & Sewer Commission
May 21, 2020 Meeting

The Water and Sewer Commission met via ZOOM on May 21, 2020. The meeting was called to order at 5:30 PM. Present were Chairman Joseph Balliro, Commissioner George Allan, Commissioner Robert LaVita, Utility & Business Manager Joseph Lobao, and Recording Secretary Diane Forest.

ZOOM Meeting

Read Into Record by Chairman Joseph Balliro: Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c 30A, section 18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, the meeting of the Water & Sewer Commission will be conducted via remote participation. Members of the public who wish to watch and listen to the meeting may do so in the following manner: WCTV. **No in-person attendance of members of the public will be permitted**, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. Members of the public who wish to listen to this meeting while in progress may also do so via telephone by dialing **(312) 626-6799** and entering meeting ID 81788162468 then press # and press # again at the next voice prompt.

Members of the public attending this meeting virtually will be allowed to make comments if they wish to do so, during the portion of the hearing designated for public comment, by following the steps previously noted then press *9 on their telephone keypad. This will notify the meeting host that the caller wishes to speak. All callers using this feature will be placed in queue in the order they entered the prompt. In the event that despite our best efforts, we are not able to provide real-time access, we will post a record of this meeting on the Town's website as soon as we are able.

Approval of Minutes – September 19, 2019 – ON A MOTION MADE BY COMMISSIONER ALLEN, SECONDED BY COMMISSIONER LAVITA IT WAS UNANIMOUSLY VOTED TO APPROVE THE WATER & SEWER COMMISSION MEETING MINUTES OF SEPTEMBER 21, 2019.

Approval of Minutes – November 21, 2019 – ON A MOTION MADE BY COMMISSIONER LAVITA SECONDED BY COMMISSIONER ALLEN, IT WAS VOTED TO APPROVE THE WATER & SEWER COMMISSION MEETING MINUTES OF NOVEMBER 21, 2019. Chairman Balliro abstained due to not being present at said meeting.

Approval of Minutes – December 19, 2019 – ON A MOTION MADE BY COMMISSIONER ALLAN SECONDED BY CHAIRMAN BALLIRO IT WAS VOTED TO APPROVE THE WATER & SEWER COMMISSION MEETING MINUTES OF DECEMBER 19, 2019. Commissioner LaVita abstained due to not being present at said meeting.

Approval of Minutes – February 20, 2020 – ON A MOTION MADE BY COMMISSIONER LAVITA, SECONDED BY CHAIRMAN BALLIRO IT WAS VOTED TO APPROVE THE WATER & SEWER COMMISSION MINUTES FOR THE FEBRUARY 20, 2020 WATER & SEWER COMMISSION MEETING. Commissioner Allan abstained due to not being present at said meeting.

Billing Adjustments & Corrections

Lucci's	230 Lowell Street	Commercial	Sewer T-On Adj	\$ 41.34
Lucci's	213 Lowell Street	Commercial	Sewer T-On Adj	\$211.93
K Kidik	4A Canal Street	Residential	Late Penalty	\$ 1.50

ON A MOTION MADE BY COMMISSIONER LAVITA SECONDED BY CHAIRMAN ALLAN AND CONCURRED BY CHAIRMAN BALLIRO, IT WAS VOTED UNANIMOUSLY TO RATIFY THE BILLING ADJUSTMENT AND CORRECTION AS APPROVED BY PAMELA MACKENZIE, TOWN TREASURER/COLLECTOR.

79 Nichols Street - Sewer Connection

Jill Mann of Mann & Mann, P.C. was present on behalf of the owner and developer of 79 Nichols Street. Joseph Lobao, Business & Utility Manager explained that Ms. Mann appeared before the Water & Sewer Commission at their May 30, 2018 and was conceptually and unanimously approved an out of sewer district sewer connection for up to 5 homes at 79 Nichols Street.

Ms. Mann explained that her reasons for appearing before the Commission tonight. As stated in a letter dated March 20, 2020, entered into record, Ms. Mann explained that she, on behalf of the owner/developer was seeking confirmation that the 2018 out-of-district sewer connection allotment for up to five (5) homes applies to the property regardless of whether it is a Conservation Subdivision or a Conventional Development, noting that it is the Commission's preference that the Property be developed as a conservation subdivision. In addition, the owner/developer is requesting that the Commission approve the extension of the sewer line from the property through a private utility easement area and onto Jacques Lane where it will connect to an existing sewer main in the public way. Ms. Mann explained that if not approved, the owner faces substantial hardship with the only other two options: (1) the Town will not permit the private sewer line to run through a Town owned parcel and (2) the next closest sewer main is located in Shawsheen Avenue nearly 1 ½ miles away.

The owner is requesting that the Commission approve the extension of the private sewer line through a 10' wide private easement area subject to the Owner of records with Middlesex North Registry of Deeds a perpetual utility easement over the abutter's property for the sole purpose of installing and maintaining a sewer line and that the Owner or its successor agree that the sewer line will remain private in perpetuity and will be installed, maintained and repaired at the sole expense of the Owner and that the owner will install a sleeve for the line within the private easement area.

There was discussion relative to the options of installation, access to rights of access and as to the width of the 10' private easement requested. Mr. Lobao explained that the Board of Health is in favor of sewer connections in lieu of separate or a common septic system.

ON A MOTION MADE BY COMMISSIONER ALLAN SECONDED BY COMMISSIONER LAVITA IT WAS UNANIMOUSLY VOTED TO APPROVE THE OUT OF DISTRICT SEWER CONNECTION FOR UP TO FIVE (5) HOMES, FOR EITHER A CONSERVATION SUBDIVISION OR A CONVENTIONAL DEVELOPMENT LOCATED AT 79 NICHOLS STREET AND UPON REVIEW OF THE TOWN OF INTERNAL TOWN ENGINEER AS WELL AS THE TOWNS SEWER CONSULTANT AND THAT THIS VOTE IS INDEPENDENT OF THE WATER AND SEWER COMMISSION.

ROLL CALL VOTE: COMMISSIONER ALLAN – YES
COMMISSIONER LAVITA – YES
CHAIRMAN BALLIRO – YES

ON A MOTION MADE BY COMMISSIONER ALLAN SECONDED BY COMMISSIONER LAVITA IT WAS UNANIMOUSLY VOTED TO APPROVE THE APPROXIMATE 200' SEWER MAIN INSTALLATION THROUGH AN APPROXIMATE 10' WIDE EASEMENT AND THAT THE SEWER MAIN BE INSTALLED INSIDE A SLEEVE.

ROLL CALL VOTE: COMMISSIONER ALLAN – YES
COMMISSIONER LAVITA – YES
CHAIRMAN BALLIRO – YES

Monthly Reports

The February 2020 monthly report was presented to and reviewed by the Commission members.
The March 2020 monthly report was presented to and reviewed by the Commission members.
The April 2020 monthly report was presented to and reviewed by the Commission members.

Nassau Avenue Tank – Lease for Communication Equipment

Mr. Lobao informed the W&S Commission that one of the three Nassau Avenue Telecommunication Lease Agreements are set to expire and proposals for the new telecommunication lease agreement is due June 5th. AT&T's agreement is up at this time. The Town is seeking a ten (10) year agreement with two (2) five (5) year extensions.

Transfer of Funds – Finish Water VFD at Sargent Water Treatment Plant

Mr. Lobao explained that an unexpected issue with the Sargent Water Treatment's Variable Frequency Drive (VFD), which is a finish water controller which allows our finish water pumps to operate efficiently. The estimated repair cost is \$25,000. ON A MOTION MADE BY COMMISSIONER ALLAN, SECONDED BY COMMISSIONER LAVITA, IT WAS UNANIMOUSLY VOTED TO TRANSFER \$8,005 FROM LEAK DETECTION, AND \$19,668 FROM SARGENT WTP FUEL TANK PROJECT FOR A TOTAL OF \$27,693, ESTABLISHING A NEW ACCOUNT FOR THE SARGENT WATER TREATMENT PLANT VARIABLE FREQUENCY DRIVE.

ROLL CALL VOTE: COMMISSIONER ALLAN – YES
COMMISSIONER LAVITA – YES
CHAIRMAN BALLIRO – YES

Ballardvale Street WST Rehabilitation – Update

The Ballardvale WST is a 3-million-gallon water storage tank built in the late 1980's. This project included new exterior coating on the tank, hatch work and safety measures. Work began on Monday, May 18th and estimated time from for completion of work is three (3) – four (4) weeks.

2019 Consumer Confidence Report

The 2019 Consumer Confidence Report will be in the mail prior to July 1st.

Town Wide Fire Hydrant Inspections and Flushing Update

The Town wide water main flushing program is being postponed due to Covid19. In lieu of hydrant flushing personnel are inspecting all fire hydrants and any necessary repairs are being reported to the Fire Department and placed on a list for repair or replacement.

Other Business

Commissioner Allan asked if Covid19 has had any impacts on the operation of the Water Department. Mr. Lobao explained that all staff have been available to handle any water emergency, water quality or pressure issue. Staff is answering voice mails and emails on a daily basis and staff is readily available to assist residents. Financial aspects of the Department are being looked at very closely to ensure that funds are available.

Public Comment Period – There were no requests for public comment.

Next Meeting

The next meeting is scheduled to be held on June 18, 2020.

There being no further business a motion to adjourn carries at 6:35 PM.

Respectfully Submitted by:

A handwritten signature in cursive script, appearing to read "Diane Forest", is written over a horizontal line.

Diane Forest, Recording Secretary