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John M. Driscoll, *General Manager*

## WATER DIVISION

### Water Commissioners' Meeting

**October 26, 2022**

Members present were: Chairman Dana Blais  
Clerk/Secretary Chris Stewart  
Member Gregg Edwards

Employees present were: General Manager John Driscoll  
Ron Davan, Water Superintendent  
Scott Schwinger, Water Utility Specialist  
Business Manager Jennifer Belliveau

The meeting was called to order at 6:03 p.m. by Dana.

The agenda for 10-26-22 was approved on a motion by Chris, seconded by Gregg, 3-0 in favor.

The minutes for 9-7-2022 were approved on a motion by Chris, seconded by Gregg, 3-0 in favor.

#### **Old Business:**

The GM stated that he had been working with the Town and Hilltop Securities to try and secure at least the \$500,000 that we needed before going out to bid on the Maple St Well #2 Culvert Project. Tighe & Bond were ready with a bid package to go out to the Central Register (over \$100,000) and to regular advertising once we knew we had the funds secured. The GM anticipated going out to bid in November, awarding a bid in December, and starting construction in May.

The GM had nearly completed the file needed by Tighe & Bond for the Asset Management Project. It was a spreadsheet file containing all of the water customer names, service addresses and FY2022 gallons and revenues. He said that this is an arduous task since the current water billing system had no way of producing any kinds of reports that could tie gallons to revenues, even for just a single fiscal budget year. The GM said that he is keeping track of his time while completing the file since it would be an eligible expense toward the Water Plant's \$24,000 in-kind contribution toward this \$120,000 project. To date, he had put in 40 hours working on the file, which amounted to \$4,439.

The GM was also working with the Town, Hilltop Securities, Tighe & Bond on securing the next \$1,200,000 that was needed to do the Maple St Water Main Project. Tighe & Bond would work with the GM/WS to prepare a bid package to go out for materials only for the project, but this would be a substantial portion of the overall cost and carry with it excessive lead times on the pipe and fittings.

The GM/WS notified the Board that Scott Schwinger would be taking over for Ron Davan full-time effective January 1, 2023. For November and December, Ron will work closely with Scott so that he is fully acclimated by the time Ron has retired, with Scott doing most of the ordering of supplies and supervising of crews than Ron. With Ron Davan and Greg Cheney both retiring and Scott being promoted internally the Water Plant will now go out to hire one specialist and one laborer. The GM/WS hope to have these hirings done before the end of the year.

**New Business:**

The GM gave the Board an overview of the latest grant opportunity that has surfaced to assist water departments with their lead water service line inventories. Templeton Water have no such service lines, as the water system put in place in 1953 came after the discovery of lead's adverse effects on health. Nonetheless, the Mass DEP is making it a requirement like everything else they do that we at least do some verification of this absence of lead service lines (hard to prove a negative). Tighe & Bond has told us that this is a 100% reimbursable project up to \$120,000, but the GM has held them off at this point. He feels that the Water Plant already has a lot going on right now not only operationally but financially as well, and he wouldn't feel right committing another \$120,000 to another project working with Tighe & Bond (we have four concurrent projects with T&B totaling \$2,320,000). The GM said we increased water rates by 17% in the last two fiscal years and he didn't want any more reasons to need more rate hikes in the near future.

The GM offered the Board a report on the 1<sup>st</sup> Quarter of FY2023 on gallons sold and revenues collected. Revenues collected from water sales were \$533,068 and other revenues were \$64,872 for a revenue total of \$597,940. Sales were 35,515,500 Gal, up 6.8% from the 1<sup>st</sup> Quarter of FY2022's 33,245,890 Gal.

There being no other Open Session business to discuss, on a motion by Chris, seconded by Gregg, 3-0 in favor, the Water Meeting adjourned at 6:58 p.m.

Respectfully Submitted,



John M. Driscoll  
General Manager