

## **Board of Water and Sewer Commissioner's Meeting October 19, 2022.**

Agenda items may be taken out of order.

Present: Scott Zajkowski, Jay Spahl, William Conley, Thomas Fournier, Bob Sullivan and George Patrinos

In attendance: Paul Brinkman

Scott opened the meeting at 6:30 pm with the Pledge of Allegiance

***Accept the minutes of minutes of the October 5, 2022, meeting, Tom made a motion to approve the minutes with a correction to Jay Spahl's last name, Bill seconded the motion, no further discussion, a vote was taken, 4 in favor, 1 abstention, Bob Sullivan who was absent from last meeting.***

**Webster True-up:** Paul Brinkman presented an updated spreadsheet with all the information he has received from Webster Sewer at this time. There were many emails back and forth but very little has happened since the last time. The Debt Services that were missing has since been filled in by Webster and it has changed from Dudley owing Webster around \$100,000.00 to Webster owing Dudley around \$200,000.00. Paul noted on the bottom of the spreadsheet 6 discussion points to be discussed when there is a meeting with the Webster Sewer Commission.

1. Timeliness: We are looking at stuff from 13 years ago, the ballpark penalty figure is listed on bottom of sheet.
2. A lot of capital projects all say at scada which is a gray area.
3. Collection System formula may have needed to be changed over time to adjust things.
4. Indirect cost increases due to increased retirement, which increased substantially.
5. No coordination on budgeting and capital costs.
6. Information loss

They have the information for the 2021 and 2022 years they just need to complete and get over to us.

Scott states that we have received an email from the Chairman of the Webster Water Sewer Commission stating that they would like a meeting and that it may be in best interest to set up a sub-committee to meet and discuss the true-up process and results. Paul agreed that it may not be a bad idea. A discussion occurred as to how to proceed and if a sub-committee is needed.

Paul stated that he would send over an electronic copy of the spreadsheet tomorrow for us to share with Webster and that the IMA calls for two (2) meetings a year.

Tom asked how do we proceed? Scott stated that is what we need to discuss. More discussion occurred as to how many of the board want to attend the meeting with Webster, it was decided that any all could attend and that a meeting would be posted for that meeting.

Scott stated that he will contact Tom from Webster Water Sewer Commission tomorrow, the proposed dates are Thursday 11/3 or 11/10 at 6:30pm. The Administrative will email over spreadsheet and proposed times to Webster.

**New time clock system:** There will be an implementation of a new time clock system and George has spoken with the Town Administrator regarding this.

**Radios:** Police and Fire are upgrading their radios to digital and there will be a meeting with the Town Administrator, Highway Superintendent, Greg Lynskey from SWRDS and W/S Superintendent to see how this will affect everyone and currently there is limited communication between departments via radios. More information to follow.

**Job Descriptions:** It was a follow up from the last meeting regarding the creating a new position for the Sewer Department. Scott stated that he spoke with Paul and there are no certifications required by the state for a collection system, they are all voluntary. A discussion occurred as about what the new job position title will be and what is allowed with the union contract.

It was discussed to use the basic template of the Water Laborer/Operator position in the Water Department for the position of Sewer Laborer and to add a few changes in job description to tailor it for the Sewer Department.

**Policies:** There are still 2 outstanding policies to be worked on, to be carried over to next meeting.

**Public/Board Comments:**

George brought up the Culvert repair that will be occurring at Station #6 driveway and that the Town of Dudley will be receiving an Engineering bill for around \$30,000.00 and we have been asked to split the bill. Scott stated that he feels it should be separate bill for each project's Engineering services. Bob agreed and stated that engineer should be able to separate the bill.

George also discussed the ongoing grant through Mass Works through CMRPC with the sewer lines in the Stevens Mill area of town (Mill St, Village St and Ardlock Place).

Scott stated that the walk through of the easements on Fairview Ave were done earlier today with all that are involved including homeowners and it is moving along and it went well. There were some concerns regarding some trees and bushes. Also, there was approval this afternoon from DEP to put the Dresser Hill Tank back online, but it has not physically been but back online yet.

Bob asked if Haluch was going to paint the five (5) hydrants on Mason Rd and George stated that the department would take care of it because they have other hydrants to paint as well.

***A motion was made by Tom to adjourn, seconded by Bob, no further discussion, a vote was taken, all in favor, passed unanimously. Meeting adjourned at 8:12pm.***

**\*\*Documents physically identified, discussed, considered, or voted on by the Board: \*\***

Posted agenda for October 19, 2022, meeting at 6:30pm Room 315

Minutes from October 5, 2022

Spreadsheet presented by Paul Brinkman

All Water and Sewer Department Job Descriptions

Respectfully Submitted,  
Jennifer Cournoyer, Administrative Assistant