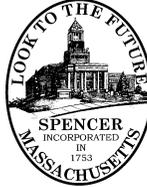


TOWN OF SPENCER, MASSACHUSETTS
OFFICE OF THE
WATER DEPARTMENT

DAVID R. O'COIN
NORMAN C. LETENDRE, JR.
ROBERT O. FRITZE, JR.

3 OLD MEADOW ROAD
SPENCER, MA. 01562



SUPERINTENDENT
ROBERT D. MCNEIL III, P.E.

TEL. 508-885-7525
FAX: 508-885-9416
TTY: 508-885-7525

Minutes of Meeting held July 14, 2010

Meeting of the Board of Water Commissioners held at the Water Department, 3 Old Meadow Road, Spencer, MA.

Members present: David R. O'Coin
Robert O. Fritze, Jr.
Norman C. Letendre, Jr.

Staff present: Robert D. McNeil III, Superintendent
Susan L. Lacaire, Junior Clerk

Meeting was called to order at 5:35 P.M.

Invoices were reviewed and signed.

The minutes of June 9, 2010 and June 23, 2010 were approved. Motion Letendre/O'Coin passed 3/0.

Tata & Howard Two Zone Pressure System Update: Change orders 1, 2, 3 and 4 were previously signed by the Water Commissioners. **Change Order 4-R: Description of change:** The purpose of Change Order No. 4-R is to adjust the contract price for improvements at the Moose Hill Tank site. Per Town request, the Contractor provided a price quotation to install a relief drain into the existing altitude valve vault, including coring a penetration through the vault wall, installing 120 linear feet of 6-inch diameter PVC drain pipe, 20 linear feet of ductile iron drain, installation of a bird rodent screen and loam and seed restoration. The construction cost for the altitude valve vault relief drain work is estimated at \$6,100.00. In addition, per Town request, the Contractor provided a price quotation to remove and dispose the existing chain link fence fabric, 3-strand barb wire and 26 ft wide double drive gate surrounding the Moose Hill Tank, and furnish and install replacement green vinyl-clad chain link fence, 3 strand barb wire and 26 ft wide double drive gate. The construction cost for replacement fence work is estimated at \$15,720.80. Additional vault drain and replacement fence results in a

\$21,820.80 cost, increasing the Contract Price to \$6,973,347.30. Reason for Change: During installation of new conduits to the moose Hill Tank site, the altitude valve vault was found in a flooded condition. As a result, to protect the new pressure level transmitter to be installed in the altitude valve vault, the Town decided to install a relief drain. The existing chain link fence and 3 strand barb wires surrounding the Moose hill Tank is compromised in multiple locations and the access gate appears to have been damaged from snow removal operations. As a result, the Town has decided to replace the fence posts, cross rails, fence fabric, barbed wire, access gate posts and access gate.

Change Order 5: Description of Change: The purpose of Change Order No. 5 is to adjust the contract price for a change in the permanent pavement for Wilson Street. Per Town request, the Contractor provided a price quotation to change the permanent pavement (Additive Alternate Bid Item no. 31) from full width 1 ½ inch mill with 2 inch overlay to a full depth roadway reconstruction approximately 2,200 linear feet. Roadway reconstruction shall consist of reclaiming the existing roadway to a depth of 12 inches, grading , compacting, removal and proper disposal of surplus material, furnishing and installing 3 ¼ inches (compacted thickness) dense binder asphalt and 2 inches (compacted thickness) modified top course asphalt. This change order deducts the as bid value of Bid Item No. 31 (-\$72,600.00) and adds the cost for the full depth roadway reclamation (+\$211,200.00), and the net additional cost associated with this change order is \$138,600.00 increasing the Contract Price to \$7,111,947.30). Reason for Change During installation of new water mains in Wilson Street, the existing roadway pavement was found to be not suitable for the permanent pavement restoration method (mill then overlay) in the Contract. As a result, the Town has decided to restore approximately 2,200 linear feet length of roadway paving by full depth reclamation, as described above. **Motion made O'Coin/Letendre to sign and approve Change Order 4R and Change Order 5 passed 3/0.**

The installation of water mains on upper Lincoln Street and Wilson Street has been completed. Work on the Tank is progressing. Shira McWaters writes in an E-mail: "Based on our conversation yesterday after the meeting, you still had concerns if waterproofing should be applied to the exterior vertical walls of the tank, since the walls are currently exposed. Jeff and I visited the tank site and inspected the rock facing for any noticeable fractures that are leaking water and none were observed. Based on this observation and review of the Geotechnical Report completed during the design of the tank (no ground water observed), the probability of standing water at this site is low. Based on the existing and finished topography of this site is low. Based on the existing and finished topography of this site, any rain that permeates the soil should quickly drain away from the tank site, which is consistent with the observed pre-construction run off for this site. We spoke with Dave Merithew (Tank Inspector) again regarding the need for a vertical wall exterior coating for the Highland Street tank. Dave indicated that it would be a problem if the tank was standing in water for extended periods of time, which allows the concrete to become saturated and can potentially cause problems with the interior coating system. Waterproofing is beneficial to prevent the seepage of water into the concrete under standing water conditions. However, this coating does not add significant value to the integrity of the concrete relative to cost, if these conditions do not exist. A cost savings would be realized if this system is eliminated, however, we understand if you want to proceed with this added precaution. Please let us know the

Town's decision so we can inform the contractor." The work on the pump station has begun. The drains are in. The Commissioners asked Mr. McNeil to invite Tata & Howard to the next meeting to discuss Amendment #1 to the Construction Services Agreement. Contaminated soil was found at the bottom of Highland Street. Some of the removed and stock piled soil tested positive for petroleum product. The soil needs to be removed properly at an estimated cost of \$7000.00. The Commissioners want to pursue the source of contamination.

Introduction of new Water Systems Operator: John Stanton, the new Water Systems Operator, was introduced to the Commissioners.

New Open Meeting Law and Changes: The New Open Meeting Law and Changes were distributed to the Commissioners. Each Commissioner signed the Acknowledgement of Receipt. These were sent to the Town Clerk.

SRF Loan Schedule: The Commissioners reviewed the Water SRF Loan Schedule.

WMS Water & Sewer Billing and Receivable Software system: The Commissioners were presented with a proposal for WMS Water & Sewer Billing and Receivable Software system. They will review this material and make a determination at a later date.

Rules and Regulations review: The Rules and Regulations review will be begin at the August Commissioners meeting.

New Business:

DEP WATER BAN: DEP requires the Town to have a plan and implementation of a plan regarding water restrictions. Only mandatory restriction are required to be reported, however suppliers should consider sending their voluntary restrictions as well. Mr. McNeil asked the Commissioners for suggestions regarding a water restrictions plan.

Meters for Irrigation Systems; The Commissioners asked for the number of customers that have meters for their irrigation systems.

Water Service Lines for Duplex; Each side of a duplex house must have a water service from the street to the house. A letter should be sent to any duplex that is changing ownership, i.e. sale, foreclosure, that a separate service must be put in to conform to this regulation.

The August Commissioners meeting will be held on August 4, 2010 at 5:30. The meeting will be held at the Water Department, 3 Old Meadow Road. The August 11, 2010 meeting is cancelled.

The staff will complete the Tighe & Bond 2010 Massachusetts Water Rate Survey.

Motion made (O'Coin/Letendre) to adjourn at 7:45 (Passed 3/0)