



COMMONWEALTH OF MASSACHUSETTS

Town of Southwick

454 COLLEGE HIGHWAY SOUTHWICK, MA 01077

Department of Public Works- Water Division

Telephone (413) 569-6772 Fax (413) 569-5001

Water Commissioners Meeting Minutes Southwick Town Hall- Conference Room 2 – Hybrid Meeting Thursday, October 19th, 2023 at 6:00 pm

Members in Attendance: Edward Johnson, Chairman
Dave Meczywor, Commissioner
John Cain, Commissioner

Others Present: Randy Brown, DPW Director
Christie Myette, DPW Office Manager

Absent: NONE

Guests: Diane Gale, Selectboard/5 Pt. Grove Road

The meeting was recorded.

The meeting of the Board of Water Commissioners was called to order at 6:00pm.

Public Comments: NONE

Review of the September 7th, 2023 Water Commissioners Meeting Minutes.

*A **MOTION** was made by Dave Meczywor to accept the September 7th, 2023 Meeting Minutes.
This was seconded by John Cain.*

MOTION PASSED

Roll Call Vote:

Edward Johnson: Yes

Dave Meczywor: Yes

John Cain: Yes

Seven Elderly Rate Applications were presented to the Water Commissioners. These applicants met all the necessary requirements.

*A **MOTION** was made by Dave Meczywor to accept the Elderly Rate Application for the seven applicants who meet all necessary requirements. This was seconded by John Cain.*

MOTION PASSED

Roll Call Vote:

Edward Johnson: Yes

Dave Meczywor: Yes

John Cain: Yes

DIRECTOR'S REPORT

DPW Director's Report

1. Christie is expected to be back from maternity leave the week of 9/11.
2. Water Use Restrictions were lifted on July 3rd due to a return to normal flow levels of the Westfield River. Notices and signs were posted around Town and a Code Red call was issued.
3. The 3rd Quarter samples for tri-halomethanes (TTHM) and haloacetic acids (HAA5) were taken on 8/9 at Jarry Drive Pump Station and the Police Department. Results were low enough where it did not trigger a water quality violation.
4. Town-wide leak detection is scheduled to start in October. This is required every 3 years per the Water Withdrawal Permit.
5. 71 Coes Hill is looking to extend the water main to their property. A private contractor will install the water main sometime in October.
6. Jeff Vedovelli will start performing inspections at backflow devices in the fall for those that require 2 tests per year.
7. The Water Department received a \$213,300 grant thru the Massachusetts Drinking Water State Revolving Fund (DWSRF) Program for a lead service line inventory. This will be discussed in more detail under New Business.

Work Order Summary was provided to the Commissioners.

APPOINTMENTS

NONE

OLD BUSINESS

NONE

NEW BUSINESS

MULTIPLE UNIT BILLING

The Select Board has modified the sewer rates over their last few meetings to a tiered rate. Randy Brown and Select Board member Diane Gale were involved in that process. During the review of the rates, a few residential and commercial accounts were identified that are billed in a different matter. From a sewer standpoint they wanted to streamline the billing and Randy Brown said it is worth it to discuss to keep billing uniform from water to sewer.

A list of all the multiple unit buildings was provided to the Water Commissioners. Most of these accounts are being billed a minimum bill based on how many units are within the building. The Select Board acting as the Sewer Commissioners are capping the sewer usage for these buildings at the second tier. The Water Commissioners viewed the difference in how these buildings have been billed versus if we went to a rate structure similar to sewer, capping the usage at tier 2. We also bill Depot Court at the lowest tier rate already as it's an elderly facility. That would not change with this rate structure. This is designed to bring some relief to properties whose occupants are lower income with the assumption if water and sewer rates increase then it will be passed on to those people. We also have one commercial account that is billed at a minimum for 10 units which we would move back over to an actual billing. The Water Commissioners

discussed this and will review the policy that the Select Board acting as the Sewer Commissioners creates and votes upon.

A **MOTION** was made by John Cain to have the Select Board build a policy for the Water Commissioners to review on billing multiple unit properties. This was seconded by Dave Meczywor.

MOTION PASSED

Roll Call Vote:

Edward Johnson: Yes

Dave Meczywor: Yes

John Cain: Yes

Dave Meczywor made a **MOTION TO ADJOURN** this was seconded by John Cain the meeting was adjourned at 6:16 pm.

Roll Call Vote:

Edward Johnson: Yes

Dave Meczywor: Yes

John Cain: Yes

MEETING ADJOURNED

Respectfully Submitted By,

Christie Myette, DPW Office Manager

Ed Johnson, Chairman

David Meczywor

John Cain