



TOWN OF LINCOLN

WATER DEPARTMENT

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WATER COMMISSIONERS' MEETING

September 7, 2016

4:30 PM

Pumping Station – 77 Sandy Pond Road

Attendees: Packy Lawler, Chair
Ruth Ann Hendrickson, Water Commissioner
Bob Antia, Water Commissioner
Gregory Woods, Superintendent

The Commission reviewed and approved the minutes from the August 8th and 18th, 2016 meetings, as amended.

Abatement Requests: Mr. Woods provided two abatement requests; one from a resident at 106 Concord Road, and another from 62 Blackburnian Way in Weston. Mr. Woods explained that the house at 106 Concord Road had reportedly been vacant for 15 months but there was an abnormally high water use during the last billing period. Mr. Woods stated that the Department had downloaded the water meter information but it appears all the water was utilized during the one month period between the March 2016 reading and the first date of the 96-day meter download. The resident could not account for how or when the water would have been used. The Board voted 2 to 1 to deny the abatement request on the grounds that the source of the water use, or leak, was not identified. Next, Mr. Woods explained that the residents at 62 Blackburnian Way had identified a leak in the irrigation system after receiving a leak letter from the Department. According to the homeowner, they haven't used the irrigation system in a number of years but it appeared that a leak occurred as soon as the system was pressurized. The Commission referenced the Department's Rules & Regulation regarding multiple abatement requests from one customer and voted unanimously to deny the request since the resident had been granted an abatement in 2013.

Dam Rehabilitation: Mr. Woods informed the Board that the Conservation Commission had approved the Notice of Intent for the dam rehabilitation project at its August 31st meeting. The Conservation Commission stated that it would generate its Order of Conditions but it did not expect there to be any abnormal requirements for the project. The Conservation Commission was supportive of the Department's plans to excavate a portion of the Muster Field to satisfy the compensatory storage in the flood zone, and agreed that a definitive scope of work should be developed for the Muster Field project before that project begins.

Next Mr. Woods summarized Weston & Sampson's August 22nd Proposed Contract Addendum No. 1 in which they outline a current budget overrun as well as costs associated with preparing and supporting the public bidding process for the dam rehabilitation project.

Commissioner Lawler expressed his dissatisfaction with Weston & Sampson's budget overrun and requested that the consultant provide an hourly breakdown of the Bidding Document & Preparation task. The Board then discussed the three proposed options of when the public bidding should be initiated: while the permits are still being reviewed, once the permits are received, or wait until winter with a planned start in spring. The Board agreed that the public bidding process should start as soon as possible as it would provide an idea of the costs to complete the project and could be completed while the reservoir level is low versus waiting six months.

Temporary Easement: Mr. Woods then summarized a meeting he had with the Mitchells, residents of 67 Sandy Pond Road, and their lawyer regarding the temporary easement. Mr. Woods stated that he explained the project and temporary easement to the lawyer, Mr. Glenn Wood, and they walked the property and dam site. Mr. Wood asked a number of questions but Mr. Woods was unsure of the exact issues the Mitchells wanted addressed in the draft easement. Mr. Woods stated that he had informed Town Counsel of the meeting and had requested notification from counsel once they received correspondence from Mr. Wood.

Red Rail Farm Water Main: The topic of the private water main serving Red Rail Farm was then discussed with Mr. Woods explaining that there had been three breaks over the last two months, making a total of eight breaks over the last four year. He estimated that 2.5 million gallons has been lost as a result of these breaks. Mr. Woods stated that he had developed a cost estimate for the installation of a 4-inch fire service meter on the existing 4-inch water main to record all the water used on the property, especially during water main breaks. The estimated cost of the meter installation is \$18,000. He also estimated the replacement of the 1,000 feet of water main with 8-inch ductile iron main at \$45,500. Mr. Woods said that if the Department had charged the property owners the flat fee for the 2.5 million gallons lost, the cost would have added \$11,300 to their estimated \$12,000 repair costs over the last eight years. The Commissioners reviewed the Department's Rules & Regulations regarding private mains and unanimously agreed that the property owners must take action to either replace the main or install a master meter so that water during breaks can be recorded and charged. The Commissioners requested that Mr. Woods draft a letter to the property owners notifying them that the topic will be discussed at the next Water Commission meeting.

Drought: Next, the Superintendent provided a brief overview of drought and the effectiveness of the mandatory outdoor water ban. Mr. Woods presented several graphs depicting the daily and monthly water production totals of the Department and how they compared to previous years. Mr. Woods said that water use in August was six million gallons less than July but that August was still five million gallons above the five-year average for the month. According to the daily pumping data, water consumption has decreased by approximately 25% during the two week period after the institution of the water ban. Mr. Woods stated that the Department had mailed out 60 first warning notices for the water ban and 12 second warning notices that included a \$50 fine. The Board had a brief discussion on the potential impacts the water ban will have on the budget and decided to table the discussion until the meter reading data is available at the next meeting.

Action Item List: The Commissioners tabled the Action Item List until the next meeting.

There being no further business, the meeting was adjourned at 5:35 PM. The next meeting of the Water Commissioners is scheduled for October 5th, 2016 at 4:30 PM in the Donaldson Room at Town Hall.

Respectfully submitted,

Gregory Woods
Superintendent