



TOWN OF LINCOLN

WATER DEPARTMENT

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WATER COMMISSIONERS' MEETING

October 5, 2016

4:30 PM

Donaldson Room, Town Hall – 16 Lincoln Road

Attendees: Packy Lawler, Chair
Ruth Ann Hendrickson, Water Commissioner
Bob Antia, Water Commissioner
Gregory Woods, Superintendent
Brian Perkins, resident
Deborah Sabin, resident
Christopher Gill, resident
Jennifer Gill, resident

The Commission reviewed and approved the minutes from the September 7th, 2016 meeting.

Red Rail Farm water main: The Commission opened the discussion regarding the condition of the private water main servicing Red Rail Farm. Several residents of the Red Rail Farm cluster development were in attendance. Mr. Woods provided a brief history of the water main, highlighting the fact that there have been eight water main breaks in the last four years. Mr. Woods explained to the residents that the break history of the water main indicates that it has exceeded its useful lifespan and something will need to be done by the residents to either prevent future breaks or to be accountable for the water losses associated with the breaks. Mr. Woods stated that he had developed preliminary cost estimates for both the installation of a new 8-inch water main and the installation of a master meter at the property line. According to Mr. Woods, a master meter installation would cost about \$20,000 and the replacement of the existing 4-inch water main with an 8-inch main about \$45,000. The residents agreed that the current state of the water main was unacceptable and that a new water main would be the best option. Mr. Woods explained several potential design scenarios that would help minimize the cost and meet the requirements of the Department. It was decided that the best option would be an 800-foot water main with one hydrant located at the end and a 2-inch water line connecting the new main to the existing meter pit. The Commissioners voted to approve this preliminary design, with Commissioner Hendrickson abstaining. The Board requested that Mr. Woods inform them of the design criteria to use for requesting bid proposals.

Dam Rehabilitation: Mr. Woods provided a brief update on the status of the rehabilitation project. Mr. Woods stated that the Conservation Commission had issued the Order of Conditions and the Office of Dam Safety is expected to issue their permit after reviewing the Mitchell's letter of support. Weston & Sampson sent a draft copy of the Bid Specifications for the project and Mr. Woods stated that he had reviewed a number of the sections. Commissioner Lawler requested a copy of those sections so he could also review the document. Following Weston & Sampson's recommendations, the Commissioners agreed to publication date of October 13th and a bid closing date of November 9th.

Temporary Easement: Mr. Woods stated that the Mitchells, residents of 67 Sandy Pond Road, had sent "minor revisions" to their lawyer on September 26th; however Town Council has not yet received a copy of the modified easement document. Kenny Mitchell recommended that our council reach out to their lawyer to start a correspondence.

Drought: Next, the Superintendent provided a brief overview of the 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 changed with the implementation of the mandatory water ban. Mr. Woods stated that water demand has reduced to approximately 0.55 MGD and the rate of water level decline in the pond has diminished as a result of the lower demand and a few rain events. Water consumption for September was 18 million gallons, which is below the 5-year average and approximately six million gallons less than the previous September. Mr. Woods stated that even with the mandatory water ban, the volume of water for the three month period of July, August and September was two million gallons more in 2016 than 2015. Mr. Woods stated that the Department read the water meters last week and that the billing information is not yet completed.

Department Update: Mr. Woods stated that the exterior of the treatment plant was pressure washed and painted, and that the flat roof of the Tower Road well was replaced by a new slightly pitched roof. The cost to replace Finish Water Pump #1 was \$15,000 and there was a brief conversation regarding whether this should be charged toward the budget, the emergency reserve line item or an existing warrant article. Mr. Woods stated that he would gather more information for the next meeting. The Superintendent also said that the Department of Labor and Standards had conducted an inspection of the facilities and required a number of federally-mandated safety programs be developed within 30 days. Mr. Woods stated that he had to request an extension of the deadline to facilitate training and medical testing. A resident of Old Concord Road had inquired about having the Department take responsibility for the water main but Commissioner Lawler stated that the Board was going to make that determination once the water quality study had been completed. Finally, Mr. Woods said that he had purchased an AWWA Drought Preparedness manual and planned to make recommendations about developing a drought policy for implementation next spring.

Action Item List: The Commissioners reviewed the Action Item List and made several modifications to Public Educations item. Commissioner Antia stated that he would be contacting the Town's IT Manager to review the current cyber-security policies. Mr. Woods also recommended that the Commission revisit the agricultural watering policy they had started in the spring.

There being no further business, the meeting was adjourned at 5:50 PM. The next meeting of the Water Commissioners is scheduled for November 9th, 2016 at 4:30 PM in the Pumping Station.

Respectfully submitted,

Gregory Woods
Superintendent