



# Town Of Webster Massachusetts

Est. 1832

## Webster Water Sewer Commission

350 Main Street  
Webster, MA 01570

Earl Gabor - Chairman  
Dan Duteau - Vice Chairman  
Rick Neeser

Tom Andrade  
Doug Willardson - Town Administrator  
Gregory Woods - Water & Sewer Supt., Secretary

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### Meeting Minutes

June 4, 2020, 2:30 PM

Gladys E. Kelly Library, Upstairs Meeting Room  
2 Lake Street, Webster, MA 01570

Attendees: Earl Gabor, Dan Duteau, Tom Andrade, Rick Neeser, and Greg Woods. Absent:  
Doug Willardson

### Meeting Minutes

The Commissioners reviewed the draft minutes from the May 9<sup>th</sup> meeting and voted unanimously by Roll Call to approve the minutes as amended.

#### 1 - Existing Business:

**A – Water Treatment Plant dedication / open house** – The Board discussed the feasibility of holding an open house during the current pandemic and to tentatively set a date of July 18<sup>th</sup>, starting at 9:00AM. Commissioner Gabor stated that he would contact the local representatives to see if they would be able to attend the dedication ceremony.

**B – Review Warrant Articles** – Mr. Woods provided an overview of the articles that he is proposing to submit to the annual Town Meeting. Commissioner Gabor requested some supporting information from Mr. Woods should he have to answer any questions on the floor of Town Meeting. The Board also discussed the potential implications of a reduction in state aid to the Town and how that could impact the budget approval process. The Town Accountant was preparing monthly budgets for approval by the Department of Revenue if a Town Meeting could not be held as a result of the current pandemic restrictions on social distancing.

**C - Park Street Property** – Commissioner Gabor stated the Selectmen had approved the warrant article to see if the Town was in favor of selling the parcel for future development. The monies would then go into a special fund for future appropriation through the Town Meeting process.

**D – Water Shut-off Policy** – Mr. Woods said that revenue collections do not appear to be significantly impacted by the recent increase in unemployment. Mr. Woods stated that to date Athena Healthcare has not paid their outstanding balances.



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**2 – Water Dept. Update:** Mr. Woods said that crew still split into different crews to reduce the potential for infection. Crews are primarily focusing on routine maintenance but there have been a number of service leaks and service relays. Mr. Woods said that he was considering doing a focused hydrant flushed program for the area around the Park Road tank but it would be dependent on staff availability and potential increased water demand.

**3 – Sewer Dept. Update:** Mr. Woods said the sewer main inspection and cleaning project was underway and they were making good progress. The inspections had found a number of infiltration locations but for the most part the mains appeared clear. Otherwise the staff was maintaining the treatment plant and pump stations.

#### 4 – New Business:

**A - Public Hearing for Water & Sewer Rates** – The Board had a brief discussion regarding the proposed rate increase public hearing scheduled for June 8<sup>th</sup> at 6:00 PM at the Town Hall auditorium. The Board asked Mr. Woods to provide a brief presentation of the water & sewer budgets and their respective capital improvement plans.

**B – Abatement Request** - Mr. Woods said that he had received an abatement request that morning from the owner of 7 Ernest Street. According to the request, an underground pipe that extends between the house and an adjacent building had broken and was repaired by a licensed plumber. Mr. Woods provided a copy of their water use history which showed dramatic increase in usage during the billing period. A motion was made, and seconded, to reduce the sewer portion of the current bill to the average of the previous three quarters. Vote by roll call; Gabor – yea, Duteau – yea, Andrade – yea, and Neeser – yea.

#### Adjournment

A motion was made, and unanimously approved, to adjourn the meeting at 3:35 PM. The next meeting is scheduled for July 2nd at 2:30 PM.

Respectfully submitted,

Gregory Woods  
Water & Sewer Superintendent