

July 28, 2017



Three Rivers Fire District
50 Springfield Street
Three Rivers, MA 01080

Prudential Committee Minutes

Chairman Stephen Chiacchia called a meeting of the Prudential Committee to order at 10:09 a.m., July 28, 2017.

IN ATTENDANCE:

Stephen Chiacchia; Prudential Committee Chair
Richard Pobieglo; Prudential Committee Clerk
Scott Majka; Water Superintendent
Chris McClure, McClure Engineering
Absent: Raymond Domey, Committee Member

David Basler; District Clerk (acting recorder)

The Pledge of Allegiance was recited.

Minutes:

- **MOTION (POBLIEGO, CHIACCHIA): To accept the minutes of the July 19, 2017 Prudential Committee meeting. Approved Unanimously.**

Public Comment

There were no comments from the public.

Report of the Water Superintendent

Water Superintendent Majka was not present at the last Prudential Committee meeting, so he presented his report at this meeting; a written report was not submitted. Several items related to the DEP ACOP settlement were discussed:

- **The bulk chemical insertion tank** issue is being addressed with the vendor; several options were discussed, but the option of installing the new tank inside the pump house was chosen. An issue with the submission of the contract with the vendor held up the process. Superintendent Majka was told to proceed with all haste to get this item completed by the end of August. Because it is an ACOP issue with an August 3 deadline, Chris McClure will file the necessary paperwork for an extension with DEP once he determines a realistic delivery and installation date with the vendor; he will also attempt to get an expedited installation if possible. This was determined to be a top priority.
- **Billing** for the period ending June 30 has been mostly completed; while some residential readings remain to be taken, all commercial and most residential readings have been taken. Superintendent Majka was directed to download the readings so that the billing process can begin.
- **Well #1 Status:** While Well #1 has had some work done, there is still substantial work to complete before the well can be brought on line. The bottom check valve needs to be replaced, and a motor swap is needed. Superintendent Majka has an estimate from the vendor to accomplish these items (~\$15K). While the vendor recommends a well cleaning (additional \$15K) before the well is brought on line, Chris McClure recommends getting the initial work done, determine output related to previous operation, and then have the well tested and approved by DEP. If needed, the cleaning could be conducted as part of FY 2019 expenses. Superintendent Majka was directed to get Well #1 on line as a top priority.
- **Annual Statistical Report:** DEP has levied a \$1K fine against the District for failing to submit the required Annual Statistical Report for 2016. Chris McClure will work to estimate the required information to submit the report, which includes explaining, where possible, any unaccounted for water losses.
- **DEP Letters:** Discussion regarding recent letters from DEP was held; at this time, the District is current with payments on the fines related to those earlier issues. Given the ongoing reporting issues, Chris McClure outlined the importance of timely filing. A system will be developed so that no reporting deadlines will be missed in the future.

- **Water System Flushing:** The complete system should be flushed annually; only partial system flushing has been completed in the past few years. With a cost estimate to have adequate personnel, and the possible inclusion of TRFD personnel to assist, the Committee recommends a system wide flushing take place this fall. Superintendent Majka was directed to develop a schedule and to accomplish the required notifications once the schedule is determined. Chris McClure emphasized the importance of monitoring tank levels while flushing the system, and recommended a timeline where Tank #1 is brought on line to assist in maintaining tank water levels.
- **Assistant for the Water Department:** A discussion of the need for a qualified and interested assistant / laborer to help accomplish the ongoing and upcoming tasks was conducted. At the end of the discussion, the Committee authorized advertising for an assistant / laborer, conducting interviews, and bringing a new employee on board. Work on this will be accomplished over the next few weeks.
 - **MOTION (POBLEIGO, CHIACCHIA): To accept the report of the Water Superintendent. Approved Unanimously.**

Executive Session:

The Prudential Committee went into Executive Session to discuss issues with the Water Department. This Executive Session was concluded, and the meeting returned to Open Session.

New/ Old Business

There was no new or old business brought before the Committee at this time.

There being no further business at this time, the Chairman entertained a motion to adjourn.

- **MOTION (POBLEIGO, CHIACCHIA): To adjourn from the Open Meeting at 11:50a.m. Approved Unanimously.**

Submitted by:

Dave Basler, Acting Recording Secretary

Date: _____
Approved as to Form and Content:

Stephen Chiacchia, Chairman

Date: _____