



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 10:19 a.m.

IN ATTENDANCE:

Stephen Chiacchia; Prudential Committee Chairman
Richard Pobieglo; Prudential Committee Clerk
Scott Majka; Water Superintendent
David Basler; District Clerk (acting recorder)

Chris McClure, McClure Engineering

Absent from today's meeting is Raymond Domey; Prudential Committee.
The Pledge of Allegiance was recited.

Public Comment

There being no members of the public present, there were no public comments.

Report of the Water Superintendent and Engineer

The purpose to this meeting was to meet with Chris McClure of McClure Engineering and discuss the Prudential Committee's response to the Massachusetts Department of Environmental Protection (MA DEP) issuance of an Administrative Consent Order with Penalties (ACOP). The ACOP was issued following a sanitary survey inspection conducted on April 28, 2016, and in conjunction with other issues that DEP has with the Three Rivers Fire District Water System.

The ACOP is a legally binding document, when signed by the members of the Prudential Committee. In the course of this meeting, a substantial discussion was held on each point brought forward in the ACOP, remediation steps and timeline for each step, and any points of the ACOP that the Three Rivers Fire District would like to see incorporated in the final ACOP, before it is signed by all parties involved. It is the goal of the Prudential Committee to address these issues, plan for responsible action to remediate them on a real and achievable timeline, keeping in mind the financial situation of the District.

While much of the language in the current ACOP is standard, the Prudential Committee asks that the following changes be made in the final document, based on progress already made or planned, with the approval of DEP:

1. Section I (2): **change the listed place of business from Oak Street, Three Rivers to 2146C Main Street, Three Rivers.**
2. Section III 8 (A): Copper issues and reporting- **a letter will be drafted and sent explaining this situation by October 31, 2016 by Water Superintendent Scott Majka.** An initial response following the incident was drafted by Superintendent Majka, but was not followed up by the Prudential Committee at the time.
3. Section III 8 (B): Cross-connection devices will be repaired and retested as successful, **by October 31, 2016.**
4. Section III 8 (C): System Operator qualifications were clarified and **documented on August 29, 2016.**
5. Section III 8 (D): Corrosion Control System modifications- most of this equipment has been put in place, and the **final connections will be made by October 31, 2016.**
6. Section III 8 (E): Bulk chemical storage tank venting and alarm/overflow line- **improvements into compliance will be completed by October 31, 2016.**
7. Section III 8 (F): DEP is requiring a Capital Improvement Plan within 180 days of the final Administrative Consent Order, and the Prudential Committee is requesting this to be extended to December 31, 2017 due to the complexity of the request and the financial situation of the District. Specifically,

- a. (1) A working infrastructure inventory of all the components that comprise its water system- **in process.**
 - b. (2) Estimated costs for replacement of those components- **in process.**
 - c. (3) Long-term replacement and upgrades for treatment, source, distribution and storage components for a 20-year period- **this will take time to assess and integrate with the financial constraints of the District.**
 - d. (4) Costs for the upgrades- **similar constraints as above.**
 - e. (5) Financial actions taken and actions that it will take to fund the implementation of the Capital Improvement Plan- **at the September 14, 2016 Prudential Committee approved rate increases (see below) which will begin to address this point.**
8. Section III 12: Respondent shall pay to the Commonwealth the sum of twelve thousand, six hundred, seventy seven dollars (\$12,677.00) as a civil administrative penalty for the violations identified in Part II above as follows:
- a. A. Within thirty (30) days of the effective date of this Consent Order, Respondent shall pay to the Commonwealth ten thousand dollars (\$10,000.00); and
 - b. B. MassDEP hereby agrees to suspend payment of the two thousand, six hundred, seventy seven dollars (\$2,677.00) ...
 - c. **The Prudential Committee is requesting that this penalty be waived; the reason being outdated financials on which DEP based the District's assets vs. current financials.**

In reviewing the Sanitary Survey of April 28, 2016, and the compliance plan put forth, many of the issues identified in the ACOP were covered. There are two sections in the survey, Section A- Violations, and Section B- Requirements. What follows is a brief summary of this document, indicating section, deadline, progress and completion / completed dates.

1. Section A- Violations

- a. Administration – staffing requirements- **completed 8/29/2016.**
- b. Treatment- chemical storage & venting- **in process, inspection by vendor scheduled for 9/27/2016.**
- c. Distribution Protection- cross-connection devices- **in process, plan to be completed by 10/31/2016.**
- d. Treatment- pH analyzer etc.- **in process, plan to be completed by 10/31/2016.**
- e. Treatment- ventilation in chemical treatment building- **in process.**

2. Section B- Requirements

- a. Administration- Infrastructure Inventory and Capital Improvement Plan- **in process.**
- b. Administration- Capital Improvement Plan (long-term)- **in process.**
- c. O and M- diesel generator spill containment- **need quotes, to be completed by 12/31/2016.**
- d. O and M- generator transfer switch- **quote coming, to be completed by 12/31/2016.**
- e. Treatment- sodium hydroxide tank heating- **completed 5/20/2016.**
- f. Treatment- labeling sodium hydroxide tank- **completed 8/29/2016.**
- g. Treatment- manual chemical feed pump operation- **parts ordered, to be completed by 10/31/2016.**
- h. Treatment- personnel protective equipment- **completed 8/30/2016.**
- i. Treatment- injection port for sodium hydroxide tank leak- **parts to be ordered, to be completed by 10/31/2016.**
- j. Treatment- two staff during potentially hazardous operations- **completed 8/29/2016.**
- k. Distribution- adequately sized storage overflow pipe- **to be completed by 12/31/2016.**
- l. Distribution- tank inspection report submission- **completed 7/29/2016.**
- m. Distribution- OSHA compliant for climbing storage tanks- **to be completed by 12/31/2016.**

- n. Distribution Protection- backflow protection for chemical mixing area- to be completed by 10/31/2016.
- o. Water Quantity- reducing Unaccounted For Water (UAW) losses- a new connection with Thorndike was installed, and a survey is scheduled for 9/22/2016- to be completed by 10/31/2016.
- p. Resource Protection- Well #1 in FEMA floodplain, raise vent pipe- in process, to be completed by 12/31/2016.
- q. Resource Protection- Well #1 subject to flooding, develop plan- in process, to be completed by 6/30/2017.

New/ Old Business

MOTION (POBIEGLO, CHIACCHIA): In clarification for the 9/14/2016 meeting, a motion to raise the District water rate from \$30.00 / 10,000 gallons to \$45.00 / 10,000 gallons. Moved, seconded, and approved 2-0.

MOTION (POBLIEGO, CHIACCHIA): A motion to accept a new fee schedule for all District Water Service Fees. Moved, seconded, and approved 2-0. The new rate structure is as follows:

Schedule of Rates, Fees and Charges

Effective September 16, 2016

Water Rate: \$4.50 per 1,000 gallons

A minimum of \$45.00 (or 10,000 gallons) is charged per family unit and is billed quarterly. A once a year charge for consumption over the yearly minimum of 40,000 gallons is charged onto the second quarter billing period (May-July) @ \$4.50 per 1,000 gallons.

Meter Charges: (charged quarterly)

5/8 Or 3/4" Meter	\$5.00/quarter
1" Meter	\$10.00/quarter
1-1/2" Meter	\$13.50/quarter
2" Meter	\$20.00/quarter
4" Meter or Compound	\$33.50/quarter
6" Meter or Compound	\$50.00/quarter

Fire Protection Charge:

Private (sprinklers)- \$30.00/inch of entrance diameter (Annual Charge) (Available fire flow based on calculated hydraulics or flow test - \$30/100gpm)

Service Entry Fee:

3/4"	\$1000.00 plus all installation costs
1"	\$1500.00
2"	\$2,000.00
6"	\$3,000.00
8"	\$4,000.00

Service Charges:

Service Call (Reg. Hours)	\$30.00
Water Shut Off (Reg. Hours)	\$30.00
Service Call (After Hours)	\$60.00 (2 hour min)
Materials	Cost +20%
Manual Labor	\$30.00/hr
Meter Test per Customer Request	\$30.00
Demand Notice	\$15.00
Special Billing	\$15.00
Special Meter Reading	\$15.00
Fire Flow Testing (over 100gpm)	\$200.00 + usage

Interest	1.5% per month
Returned Check Penalty	\$25.00
Hydrant Water Use	\$4.00/thousand gallons
Metered Hydrant set-up/take down	\$30.00
Backflow	testing Will be billed to customer

There being no further business before the committee,

MOTION (POBIEGLO; CHIACCHIA): To adjourn from the Open Meeting at 12:15 p.m. Approved 2-0

Submitted by:

D. Basler
Dave Basler, Acting Recording Secretary

Approved as to Form and Content:

Stephen R Chiacchia
Stephen Chiacchia, Chairman

Date: 10-12-16

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