

# WATER ADVISORY BOARD



BELMONT, MA, 02478  
(617) 993-2700

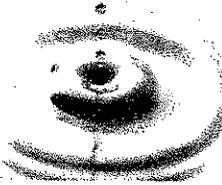
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## Water Advisory Board Meeting Minutes of September 25, 2009

In attendance: Chairman Frank E. French Jr., Clerk Joseph F. Greene, Member William Shea, DPW Director Peter J. Castanino, Acting Water Manager Michael Bishop, DPW Business Manager Judi Carmody, Customers Mr. Masciari, Joseph DeRoche on behalf of his mother Dorothy DeRoche and Mr. Hatzigiannis.

1. Chairman French called the meeting to order at 8:35 am.
2. Acting Water Manager Bishop explained the issue with the water /sewer bill #351662 from June 11, 2009 for 50-52 Drew Road. There was an increase in usage from 3/13/09 to 6/11/09, the Water Division tested the meter on July 16, 2009 and found the meter to be in compliance with the American Water Works Association and Badger Meter Company standards. Mr. Masciari plead his case to the Board stating that one of the two apartments had been vacant since April 26, 2009, that the previous tenant had rented that apartment for nine years and the current tenant has been there for three years, he checks his rental property daily for any possible issues. Chairman French asked Mr. Masciari if his last tenant had left in good standing or if there was a possibility of any vandalism by the previous tenant. Mr. Masciari stated that the previous tenant was conscientious and an upstanding person leaving the apartment in a neat and orderly fashion. The customer is asking for a one time water and sewer adjustment. Chairman French decided to deliberate after all disputes had been heard and to take under advisement, Peter Castanino would notify Mr. Masciari by mail of the Board's decision.  
Mr. Greene made a motion of a one time water and sewer adjustment based on the average usage for the prior two similar quarters.  
Seconded by Mr. Shea.  
Voted unanimously.
3. Acting Water Manager Bishop explained the issue with the water /sewer bill #322340 from July 8, 2009 for 9 Farm Road. There was an increase in usage from 4/07/09 to 7/08/09, Mr. DeRoche plead his case on behalf of his mother Dorothy DeRoche, there was an unknown leak behind the shower wall once it was detected it was repaired by a plumber, all toilets were checked using tablets, there was a possibility that a new health care worker may have left the shower valve slightly open after assisting Mrs. DeRoche. The customer is asking for a one time water and sewer adjustment. Chairman French decided to deliberate after all disputes had been heard and to take under advisement, Peter Castanino would notify Mrs. DeRoche by mail of the Board's decision.  
Mr. Greene made a motion of a one time water and sewer adjustment based on the average usage for the prior two similar quarters.  
Seconded by Mr. Shea.  
Voted unanimously.

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4. Acting Water Manager Bishop explained the issue with the water /sewer bill #350604 from March 11, 2009 for 384 Trapelo Road. There was an increase in usage due to a pipe freezing and breaking on January 24, 2009, the Belmont Fire Department was called to assist in pumping out the water, their report was attached. Mr. Hatzigiannis plead his case stating that he was asking for sewer relief only because the water did not enter the sewer system and that the building had been unoccupied since March 2008.  
Chairman French decided to deliberate after all disputes had been heard and to take under advisement, Peter Castanino would notify Mr. Hatziginanis by mail of the Board's decision.  
Mr. Greene made a motion of a one time sewer only adjustment based on the average usage for the prior two similar quarters.  
Seconded by Mr. Shea.  
Voted unanimously.

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5. Acting Water Manager Bishop explained the issue with the water /sewer bill #322899 from April 07, 2009 for 30 Hurley Street. The customer claimed in her letter that there was an increase in usage due to vandalism while she was on vacation in February the outside faucet was opened without her knowledge. The customer is asking for sewer relief only because the water did not enter the sewer system. Mr. Bishop recommended a sewer adjustment based on three days usage.  
Mr. Greene made a motion of a one time sewer only adjustment as Mr. Bishop recommended.  
Seconded by Mr. Shea.  
Voted unanimously.
6. Chairman French made a motion to approve the meeting minutes of April 16, 2009.  
Seconded by Mr. Greene  
Voted unanimously.
7. Director Castanino discussed the organization plan for the Department of Public Works detailing the change of title from Water Superintendent to Water Manager, he stated there were seven qualified candidates because of the requirements from the state to have a grade 3D license, he interviewed six candidates, one backed out of the interview process. Mr. Castanino recommended that Mr. Bishop be promoted to Water Division Manager and asked the board for their opinion, explaining that Mr. Bishop was waiting for his official license although he had an e-mail stating that he has passed the requirements and the official license should arrive within two to four weeks. Mr. Castanino stated that he has been working closely with Mr. Bishop to move the Water Division in the direction of the Public Works goals, the next step would be to create a job description and hire an Operations Manager for the Water Division. Chairman French questioned Mr. Castanino if the Water Division would loose a position due to the reorganization, Mr. Castanino explained that the intent of Public Works is to utilize the workforce more efficiently and that it is crucial to keep the "core" group of people. Mr. Greene expressed his comfort and confidence in Mr. Bishop's leadership capabilities.

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Mr. Greene made a motion to support Mr. Castanino's decision to promote Mr. Bishop to Water Manager.

Seconded by Mr. Shea.

Voted unanimously.

8. Director Castanino discussed the MWRA Local Pipeline Assistance Program (LPAP) and the financial goals to continue Capital Water Main Replacement Projects. He discussed where Upper Concord Ave pipe bursting has been accomplished from Winter Street to Day School Lane and that due to extreme ledge the project will have to be finished by the open trench method, this may not occur until spring of 2010.
9. Acting Water Manager Bishop discussed monthly billing and the additional costs involved, he explained that there could be installment plans available to customers to assist with budgeting their finances. Chairman French noted that the quarterly billing with more efficiency offering monthly installment plans would be as good and questioned the true benefits of monthly billing verses the costs involved.
10. DPW Director Castanino discussed the Town's plans for the FY2011 budget, how the Town planned a level funded budget and that this would not affect the Water Division or their plans to move forward with their goals, they are fifteen years into a thirty year plan for the water main replacements and the debt program will be reduced in half. Mr. Castanino assured the Board that he would review the FY11 budget with them prior to submission for any comments.
11. Acting Water Manager Bishop discussed the MWRA's Water Conservation Program that is working well, that it has been advertised in the local newspaper, on the website and in the quarterly bills. The Water Division displayed water conservation kits, leak detection tablets, kitchen and bathroom aerators and low flow retro fit adapters for shower heads and information at Public Works Day on May 9, 2009 with great participation. Chairman French inquired about the possibility of educating the Town's senior citizens at the new Senior Center. Mr. Bishop showed the Board a new brochure for purchase published by the American Water Works Association detailing the cost of tap water verses other liquids. Chairman French suggested creating a brochure for Belmont, summarizing it for the quarterly "Watts Up" Light Department mailing, the Town's web page and advertising it in the local newspaper.
12. Director Castanino discussed the lead service line replacement project, the Town currently as five properties remaining with lead service lines, four of the five properties have granted the Water Division permission to replace these lead service lines directly to the property's meter at no cost to the owner.
13. Chairman French discussed that the Board consider rotating the position of Chairman.

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14. Member Greene motioned to adjourn meeting at 10:24am.  
Seconded by: Mr. Shea  
Voted Unanimously

A handwritten signature in cursive script, appearing to read "Joseph F. Greene".

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Joseph F. Greene, Clerk