



TOWN OF KINGSTON
BOARD OF WATER COMMISSIONERS
OPEN SESSION
WATER DEPT OFFICE - 22 ELM ST, MICHAEL J.
MACPHERSON MEETING ROOM & VIA ZOOM
AUGUST 9, 2023

3:30 PM – CALL TO ORDER

Chairman Richard W. Loring Jr called the meeting to order at 3:30 pm.

In attendance were Commissioner Robert Kostka, clerk Stacey Smith, water department foreman Eric Hillstrom, resident Mark Guidoboni and candidate for water administrative assistant, Laurie Whitley.

Kristen Berger of Resilient, CE attended via Zoom. Superintendent Veracka was unable to attend.

APPROVAL OF DEPARTMENT BILL SCHEDULES:

MEETING MINUTES:

VOTE TO APPROVE THE MINUTES OF JULY 11, 2023 AND JULY 25, 2023

Commissioner Kostka made the motion to approve both the minutes of July 11, 2023 and July 25, 2023 minutes as published.

Chairman Loring seconded the motion and it was voted on unanimously (2-0-0).

APPOINTMENTS:

LAURIE WHITLEY, FINALIST FOR ADMINISTRATIVE ASSISTANT POSITION

Ms. Whitley was presented to the Board as the finalist for recommendation for the position of water department administrative assistant. Chairman Loring stated he believed she would be approved by the Board of Selectmen this evening. Mr. Hickey, Town Administrator, confirmed at 6pm this evening that would be the case. Chairman Loring welcomed Ms. Whitley to the water department. Ms. Smith stated Ms. Whitley comes to the water department with lots of administrative experience and impeccable references. Ms. Smith stated she is excited to have her join the office.

KRISTEN BERGER, RESILIENT CE RE: ENGINEERING UPDATES

STORMWATER BIORETENTION POND AT GRASSY HOLE/I-86 TREATMENT FACILITY - UPDATE REGARDING LETTER DATED JULY 26, 2023 TO WINSTON BUILDERS

Ms. Berger stated Winston Builders responded to the letter that was sent after the last meeting regarding the washouts of the retention pond. The contractor recognized they were responsible for establishing the vegetation. They will stand by their work and come out to make the necessary repairs. They suggested holding off until September, when the season is more suited for growing. She said they proposed a meeting onsite. She discovered they had recently held a meeting onsite with Superintendent Veracka. However, it was with no advance notice and she was not in attendance. Ms. Berger will circle back for another meeting.

Regarding the protective cover on the outflow pipe, to keep out large debris, in the design plans. Winston Builders did address the cover. However, Ms. Berger stated there were no details or drawings and she said Superintendent Veracka has concerns regarding the protection provided and the flow of the backwash and whether it will back up. Ms. Berger did ask Superintendent Veracka to keep an eye on the coverings during the backflow process. The water that goes through the drainlines and lagoons needs not be slowed down.

MAIN ST WATER MAIN PROJECT

Ms. Berger stated she has reached out to the surveyor, who did the original survey work about five years ago, regarding the Main Street Water Main Project and the DOT station locations that are needed on the drawings. The surveyor provided a proposal and will give due diligence in looking up the benchmarks. The proposal for the work is estimated at 5K. There is really no other way to get the information. Chairman Loring instructed Ms. Berger to move forward with getting those plans done. He feels it's important to keep the project going rather than have DOT put a hold on it. He suggested asking the surveyor if there was any way to work on lowering that cost. Ms. Berger said she will see if they have any contingencies included in their proposal. Commissioner Kostka agreed.

WELL CLEANING I-86

Ms. Berger states this project is still on track for this fall. No updates on this project since the last meeting. Commissioner Kostka stated this would be the worst time to do this project right now. Ms. Berger stated she just wanted to keep it on the list.

WATER CORRESPONDENCE FROM LAST MEETING:

MEMO DATED JULY 25, 2023 TO CONSERVATION COMMISSION, TOWN ADMINISTRATOR AND BOARD OF SELECTMEN RE: ELM ST DRAINAGE PROJECT

Chairman Loring moved the discussion of the Conservation Drainage project out of agenda order as the Town Administrator, Keith Hickey, was present to discuss the issue and hopefully come to an agreeable solution. Chairman Loring said he understands his memo may have been a bit harsh. However, from the Board's standpoint, the Conservation Commission issued a contract to somebody with no onsite supervision. Our main concern is the safety of the general public.

Mr. Hickey apologized to the Board for the town and his staff for not providing a satisfactory resolution to the concerns of the Board. He stated he, Superintendent Veracka, Superintendent of Streets, Trees and Parks Paul Basler and Conservation Agent Matt Penella met immediately after receiving the Water Commissioner's memo. He said he believes the three concerns were the debris in the parking lot from recent rain storms, the opening of the drain pipe and the large concrete structure in the basin that could cause harm to anyone that ventured into the opening and the height of the berm in comparison to the height of the fence along the river's edge. Mr. Hickey stated the first issue regarding the runoff debris in the lot can be remedied when the contractor comes back for the final paving, they can reinstall the asphalt berm that was removed.

Chairman Loring stated the expedience of answering the memo is one thing. However, Chairman Loring is unable to understand how this final design plan was never presented to the Water Commissioners or to former Superintendent Darsch or Superintendent Veracka. He added, without receiving the memo, he stated he is perplexed as to how the Conservation Commission did not see these same areas of safety concern. Chairman Loring stated in speaking with Superintendent Veracka his concern was the fencing. The final construction did not take into account the downward slope of the wall along the river. Chairman Loring said they took one elevation and applied it the entire way down the wall, then when it was brought to their attention they came back and just cut the berm which eliminated any gentle slope and created a vertical drop. He suggested a split rail fence be installed on the berm. He added, another thing is if a fence of any kind is installed on that berm, it needs to be clearly stated that it is the property and responsibility of the Conservation Commission for maintenance.

At 3:55pm, Vice Chairman Erlandsen announced he entered the meeting via ZOOM.

Commissioner Kostka said a concern was the parking lot. The fact that we were unaware of a final paving to be done is news to us. We weren't aware because this wasn't our project. Mr. Hickey will confirm that a final paving will occur and communicate with Superintendent Veracka tomorrow morning. Chairman Loring would request notification be made to the water department so that we can look out for our department.

Mr. Hickey suggested a cover could be fabricated to keep access blocked over the drainage pipe and the concrete structure. Chairman Loring stated it should be made of stainless steel or some other material to be long term and rust

proof. Mr. Hickey explained the concern brought to him was that someone could attempt to jump over the metal fence from the berm. He suggested the current metal railing be extended along the river's edge. He said that can be done by removing the covers and installing added height to the current railing. Chairman Loring stated his concern is the age of the current railing. Mr. Hickey said he would like to find solutions to make the area safe.

Mr. Hickey suggested an alternative to changing the slope of the berm without having to modify the height. Chairman Loring suggested consulting with the plan designer and the contract. Mr. Hickey said the design of the plan made the assumption the slope of the wall was the same elevation the whole way down. Chairman Loring suggested placing the onus on the engineer. Discussion continued regarding the vertical slope of the berm and the space along the wall to be accessed by the public. Chairman Loring suggested there are things that need to be done to correct the problem. He suggested having a discussion with the contractor and the engineer onsite may be the best way to resolve the issues. Mr. Hickey said he would have someone reach out to the contractor to facilitate a meeting and will work with Streets, Trees and Parks Superintendent Basler on fabricating a covering for the drainage areas and we can work together on a fence solution. Mr. Hickey thanked the Board for their time and left the meeting at 4:01pm.

WATER SUPERINTENDENT DEPARTMENTAL UPDATE:

PUMP OPERATOR POSITION

Ms. Smith provided the departmental update on behalf of Superintendent Veracka.

She told the Board the ride-on lawnmower caught on fire and mentioned that perhaps the MA CommBuys website could be utilized for a replacement.

Ms. Smith updated the Board on the Pump Operator position. The position has been posted on NEWWA. Our hope is to attract a candidate with licenses.

THE QUARTERLY BILL PROCESS HAS STARTED. METER READS HAVE BEEN OBTAINED.

Quarterly bills are in process. Chairman Loring stated he had spoken with Ms. Smith earlier in the day regarding an alarming trend of high usage with the reads that were coming in.

Commissioner Kostka stated we should contact those high-usage users and notify them because they may have a good reason for the usage. Ms. Smith said she has sent letters out to those residents.

Ms. Smith asked for clarification regarding the next meeting date. There was a question about whether it was scheduled for August 22nd or August 29th. After review, it was determined August 22nd was the next meeting date.

Ms. Smith told the Board that she and Superintendent Veracka met today with the Town Administrator, Town Accountant and Town Treasurer/Collector about a revenue shortfall in FY24 and spoke about possible solutions such as increasing water rates and updating fees. She went on to say that they would like to meet with the Board to discuss this at our next meeting. Chairman Loring told her to add them to the next meeting.

NEW BUSINESS:

UNFINISHED BUSINESS:

NONE

BUSINESS OF WATER QUALITY REVIEW COMMITTEE:

NONE

NEXT REGULAR MEETING:

August 22, 2023 at 3:30pm

ADJOURNMENT OF OPEN SESSION:

Commissioner Kostka made the motion to adjourn the meeting. Chairman Loring seconded the motion and it was voted on unanimously (3-0-0).

The meeting adjourned at 4:08pm.

ZOOM INFORMATION

TOPIC: BOARD OF WATER COMMISSIONERS

TIME: AUG 9, 2023 03:30 PM EASTERN TIME (US AND CANADA)

JOIN ZOOM MEETING

[HTTPS://US02WEB.ZOOM.US/J/87311553293?PWD=VUVWTTBYKHNU2XPZMY4SNPJQVLRQT09](https://us02web.zoom.us/j/87311553293?pwd=VUVWTTBYKHNU2XPZMY4SNPJQVLRQT09)

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PASSCODE: 371044

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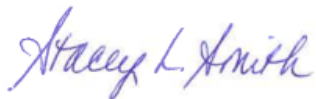
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Respectfully submitted,



Stacey L. Smith
Clerk