



TOWN OF KINGSTON
BOARD OF WATER COMMISSIONERS
OPEN SESSION
WATER DEPT OFFICE - 22 ELM ST, MICHAEL J.
MACPHERSON MEETING ROOM & VIA ZOOM
OCTOBER 8, 2024

4:00 PM – CALL TO ORDER

Chairman Richard W. Loring Jr called the meeting order at 4:00pm.

In attendance were Commissioner Robert Kostka, Kristen Berger of Resilient CE, Superintendent Chris Veracka and Clerk Stacey Smith.

APPROVAL OF DEPARTMENT BILL SCHEDULES:

MEETING MINUTES:

VOTE TO APPROVE THE MINUTES OF SEPTEMBER 10, 2024

Commissioner Kostka made the motion to accept the minutes of September 10, 2024. Chairman Loring seconded the motion, and it was voted on unanimously (3-0-0).

APPOINTMENTS:

KRISTEN BERGER, RESILIENT CE RE: ENGINEERING UPDATES

TRACKLE POND WELL CLEANING UPDATE - CONTRACT AWARDED TO MAHER

Ms. Berger stated the well cleaning project was awarded to Maher service at the last meeting. She stated the pump is on order with an expected delivery in three weeks. Regarding the fabricated discharge head, we are still verifying the dimensions and will order with Maher tomorrow. The pump and the discharge head will be delivered separately. Once the delivery date of the pump is determined, then we can schedule the actual well cleaning.

MAIN STREET WATER MAIN PROJECT UPDATE

Ms. Berger stated all of the 12-inch pipe has been installed and services connected.

Keith Hickey, Town Administrator, joined the meeting via ZOOM at approximately 4:02pm.

Customers are now being serviced by the new 12-inch main. Crews have been working on Landing Road the last past couple days to make that final tie in. They should be done in that area this week.

Vice Chairman Erlandsen entered the meeting at 4:03 pm.

The trench repair and the 2-inch mill and overlay cannot be done at the same time now due to delays on the project. A 7-inch permanent trench will result in increased costs. Ms. Berger stated she carried an estimated square yardage, but the project got extended, and more exploratory work had to be done. It is expected that the original estimated square yardage will now be exceeded.

Ms. Berger stated CC Construction provided an estimate for the additional yardage to be approximately 100-140K. The contingency will allow the expense. Ms. Berger stated that in the worst case, there would still be a healthy 10% remaining. In the spring, the overlay pavement will be slightly more due to extension of the project.

Ms. Berger stated a meeting will be scheduled with town department heads, public safety, CC Construction and Mass DOT to discuss logistics of the paving. The work between the Route 3 off-ramp and Hilltop Ave is proposed to be done at

night. The school hours prohibit the time needed for paving operations. The approximate cost of the night work is \$7500/per night. Ms. Berger stated the deadline, determined by Mass DOT, to have the paving done is November 15, 2024.

NEW WELL - UPDATE ON DESIGN AND ENGINEERING RFP, DISCUSSION ON ARTICLE FOR FALL TOWN MEETING

Ms. Berger stated the RFP is out. Interest is being generated for the project. Ms. Berger stated there have been at least two firms that have requested information. Commissioner Kostka asked how many firms are anticipated. Ms. Berger responded that she is hoping for three. The deadline is October 24th for submittals.

She presented a draft article for the design and engineering for the fall town meeting. She is recommending 900,000K and if it costs less, the balance can be used for the construction phase. Discussion continued regarding the estimate and the tentative schedule in advance of the special town meeting. Chairman Loring suggested the figure be raised to 1 million. Vice Chairman Erlandsen asked about the breakdown of the costs. Ms. Berger presented the table showing the breakdown.

Superintendent Veracka asked Mr. Hickey if he wanted to add anything regarding the town meeting warrant. There was no response.

Discussion continued regarding timeline of the project. Nothing specific to date until the RFPs are returned, funding is acquired and permitting started.

UAW (UNACCOUNTED FOR WATER) AUDIT UPDATE, IF ANY

Ms. Berger stated she continues to wait on Mass DEP to release a request for interest for participation of the grant program.

Commissioner Erlandsen asked for an update on the leak detection.

Superintendent Veracka stated the contractor lost a week to a family emergency. He's back in town now. Commissioner Kostka asked how much of the town had been completed. Superintendent Veracka stated the contractor has approximately 3/4 of the town completed.

There have been no significant findings on the town's side. Most of the leaks found have been on the resident's side.

WATER SUPERINTENDENT DEPARTMENTAL UPDATE:

WATER REPAIRMAN POSITION UPDATE

Superintendent Veracka stated he received three applicants for the water repairman position. He would like to give it another week to receive and review applications and then schedule interviews.

WATER RESTRICTION REMOVED 9/30/24

Water Restrictions have been lifted for the season. That paperwork has been submitted to Mass DEP.

Superintendent Veracka stated there was a significant power failure over off Millgate at Soule's Pond. The underground 3-phase failed. He stated he went back and forth with Eversource. Eversource says it's private property and the town's responsibility. Superintendent Veracka stated our electrician can facilitate the repair, but he doesn't have the equipment needed to locate the fault underground. Most of the contractors with that equipment are out of state for hurricane prep in Florida. Superintendent Veracka stated Eversource won't assist with locating the fault for the town to repair. Discussion continued regarding how to move forward and if it would be possible to move lines from underground to aerial. Pros and cons were reviewed. Superintendent Veracka stated the building is running on generator power. The fuel supplier is on automatic notification and comes out to fill when the fuel level falls below 50%.

NEW BUSINESS:

NEW SEWER RATES TO START DEC BILLING - DISCUSSION ON CURRENT FINANCIAL PRACTICES WITH WATER AND SEWER

BILLING

Chairman Loring stated the financial practices of sewer billing through the water department need to be reviewed. He stated he was concerned about the volume of calls and the work involved with the increased sewer rates. He said our rates are minuscule compared to the higher sewer rates. The sewer department doesn't pay anything for these services. He compared the associated services that the water department pays back to the town for services provided by the Collector's Office, HR, and IT for example.

Vice Chairman Erlandsen asked Ms. Smith about the work involved for sewer billing and if it can be tracked. She explained the work regarding the shut-off program, commitments and abatements and the quarterly billing. Ms. Smith suggested speaking to the Town Administrator, Keith Hickey regarding a shared cost and how to determine the percentage to be calculated for water doing the sewer billing. Discussion continued regarding the history of how the water department has always done the billing for both water and sewer. Chairman Loring would like to have a meeting with the Sewer Commission once Ms. Smith has spoken with the Town Administrator and Finance Director.

UNFINISHED BUSINESS:

WATER CORRESPONDENCE FROM LAST MEETING:

MEMO DATED 10/2/24 TO VALERIE MASSARD, TOWN PLANNER RE: 22 FORGE ROAD AND PROPOSED ADU PROJECT

Chairman Loring reviewed the comments to the Planning Board regarding the ADU proposal on 22 Forge Road.

FY25 BOARD OF WATER COMMISSIONERS MEETING SCHEDULE POSTED ON WEBSITE

Ms. Smith presented a calendar for the Board of Water Commissioners meetings through June 30, 2025. This is also posted on the website.

Ms. Smith asked for a formal vote on the draft article for the special town meeting. Vice Chairman Erlandsen made the motion to increase the draft article for design and engineering of the new well and pump station from 900K to 1M. Chairman Kostka seconded the motion, and it was voted on unanimously (3-0-0).

BUSINESS OF WATER QUALITY REVIEW COMMITTEE:

NONE

NEXT REGULAR MEETING:

OCTOBER 22, 2024 AT 4:00PM

ADJOURNMENT OF OPEN SESSION:

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

The meeting adjourned at 4:40pm.

ZOOM INFORMATION

TOPIC: BOARD OF WATER COMMISSIONERS

TIME: THIS IS A RECURRING MEETING

JOIN ZOOM MEETING

[HTTPS://US02WEB.ZOOM.US/J/89052013207?PWD=AWNZOWIYK01WCGZJR2VEBFJNDVLSQT09](https://us02web.zoom.us/j/89052013207?pwd=AWNZOWIYK01WCGZJR2VEBFJNDVLSQT09)

MEETING ID: 890 5201 3207

PASSCODE: 444915

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DIAL BY YOUR LOCATION

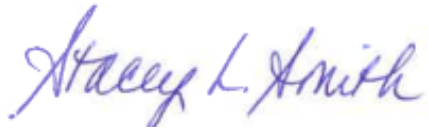
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Respectfully submitted,

A handwritten signature in blue ink that reads "Stacey L. Smith". The signature is written in a cursive, flowing style.

Stacey L. Smith
Clerk