



Town of Wilbraham  
**Board of Water Commissioners**  
240 Springfield Street  
Wilbraham, Massachusetts 01095  
(413) 596-2800 ext. 208

**Wilbraham Board of Water Commissioners**  
Minutes of Meeting  
August 16, 2023

**Physically Present:** Chairman James Dunbar, Commissioners Rik Alvarez, Douglas Hutcheson, DPW Director Tonya Capparello, Water Superintendent Vinnie Pafumi, Administrative Assistants Annette Grasso and Deborah Walch and one Wilbraham Resident.

**CALLED MEETING TO ORDER:**

Meeting was called to order at 1:04 P.M.

**MINUTES:**

Motion was made and unanimously voted to accept the Minutes of the July 14, 2023 meeting.

**MWRA:**

Assessment: Nothing new to report

**WATER DEPARTMENT BUSINESS:**

Appointment (18 Wilson St.): Tonya and Chairman James Dunbar met with Town Council on how to issue a credit for the owner after being overbilled for 6.5 years. Town Council stated the Water Commissioners do not have the ability to cut a check or credit the account for the past 6 years due to the Case Law & Statute. Calculating the difference in cubic feet, Tonya suggested letting the meter run and not charging the account until the meter reaches the calculated cubic foot measurement of 58399. Account will be adjusted in Vadar to reflect the reading of 58399. Once, the meter reads 58399 the account will start getting billed again. A motion to allow permission to adjust the meter readings was taken and unanimously voted to accept. The homeowner will look at the calculations and sign paperwork if she agrees.

Daily Flows: Vinnie stated between July 2022 and July 2023 we used 19 million gallons less water. August flows are down as well.

The Woods. The Woods read the water meters once a month for their records. They are questioning one account of being overbilled. This particular meter had extra fire hydrant use, due to flushing of the lines. They don't understand why they need to pay for the extra usage of approximately 30,000 gallons of water. Tonya & the Water Commissioners agreed to give an abatement off of the additional hydrant usage of 30,000 gallons. If, The Woods would like the meter tested it will be at their own expense and they should look for leaks. The Woods need to sign the Consecutive Water Agreement. Tonya is dealing with their lawyer.

Hardships/Abatements: Commissioners signed abatements.

Management Plan Update: Tonya made some changes to the plan and updated the date. We will continue to work on Drought Management Plan.

Golden Nozzle Narrative and Application: We are tracking their usage daily. Tonya stated they are averaging 10,000 to 11,000 cubic feet a day. Readings show that the car wash can use approximately 18.3 thousand cubic feet on maximum day. Tonya spoke with Tighe& Bond regarding the Title V methodology. At their discretion we should use average daily flow and not peak flow. Tonya revised the Car Washes contract by adding that they must abide by the Drought Management plan.

20 Top Highest Water Users: Water commissioners reviewed the list of the top 20 highest water users.

Water Entry Fees Methodology: Continuing to work on and clean up regulations

Lead Service Inventory Grant: Grant was received and we are working on inventory. Tonya stated we don't think we have any lead pipe issues. Pamphlet will be put on the Town website and will be in the newspaper.

Water/Sewer Entry Fees 6 Burt Lane: No paperwork has been received as of yet.

Drinking Water Asset Management Grant: Infrastructure Bill RSF (Recovery Support Function) funding available. If received \$260,000 will be for an assessment of our water system. Items to be assessed include, hydraulic model, transmission main on Miller and across the Bridge, our Facility's and pumps etc. Tonya will send in application and a special article will be at Town Meeting.

**SEWER DEPARTMENT BUSINESS:**

We will continue to update the Sewer Regulations.

**Other Business:**

807 Tinkham Rd went to court for illegal hydrant use. Court states Mr. Ott will have to pay the town back. Tonya will confirm the max amount we can charge Mr. Ott.

Bylaw study committee will review drought management plan and if we have the ability to increase charges for penalties. It will be brought forth during the Town Meeting.

Outstanding Water Balance as of August 16, 2023 is \$33,555.65.

**NEXT MEETING:**

The next meeting is scheduled for September 8, 2023 @ 8:45a.m.

Motion was made and seconded to adjourn at 2:30pm

Respectfully submitted,

Annette Grasso/Administrative Assistant