



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
October 13, 2023

Physically Present: Chairman James Dunbar, Commissioner Douglas Hutcheson, DPW Director Tonya Capparello, Administrative Assistants Annette Grasso and Deborah Walch. Guest Marc Pafumi

CALLED MEETING TO ORDER:

Meeting was called to order at 10:33 a.m.

MINUTES:

Motion was made and unanimously voted to accept the Minutes of the September 8, 2023 meeting.

MWRA: Nothing new to report. Same budget of \$880,000.00.

WATER DEPARTMENT BUSINESS:

Daily Flows: Flows look good.

Golden Nozzle: Golden Nozzle Agreement was executed.

Auto Read Process: Auto Reader process is going good, no big issues as of now. We are working on trouble shooting, processing the rereads and going through reports on accounts.

Water & Sewer Billing: Water/Sewer Bills will be printed on October 26, 2023. Bills will be dated November 1, 2023 with a due date of December 1, 2023. Jim Marcus will pick up the water/sewer bills to stuff, fold and get to the mailing house, so bills will be received by November 1, 2023. Janet Costa will reach out to Jim Marcus when bills are ready for pick up..

Lead Service Line Inventory: We will be proceeding with the Lead Service Line Inventory. There have been set backs with the Scope of Service from Tighe & Bond. It was verbally discussed & nothing has been put in writing as of yet.

Water/Sewer Entry Fees 6 Burt Lane: Tonya Capparello met with Marc Pafumi to review the entry fee data for 6 Burt Lane. The full report was not provided. Marc is waiting to hear back from his Engineer. Tonya and Marc went over Title V verses daily flows for the entry fees. Owners want to work with the town and pulled data from surrounding businesses like Rte 20, Cima, & Field Crest. Marc agreed on a down payment of \$50,000, which will be split \$25,000 for water and \$25,000 for sewer with a 2 year review. Marc was asked to come up with a business plan and after a 2 year look back a decision will be made for the additional fees. Next meeting, Tonya would like to further discuss giving a credit for the prior Water/Sewer Entry Fees that had been paid.

A Motion was made to grant the install of Water/Sewer to the Developers of 2 Crane Park, LLC, 6 Burt Lane with a partial payment of \$50,000, \$25,000 for water & \$25,000 for sewer.

SEWER DEPARTMENT BUSINESS: No new business

Other Business: Vinnie entered the premise @ 2110 Boston Rd with police. He reported the hot water tank broke. Water was constantly running and over 2' of water in basement. Water is turned off until plumbing is fixed and inspected by the Plumbing Inspector from town.

NEXT MEETING:

The next meeting is scheduled for November 17, 2023 @ 8:45 a.m.

Motion was made and seconded to adjourn at 11:30am

Respectfully submitted,

Annette Grasso/Administrative Assistant