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**CITY OF BROCKTON
WATER COMMISSION
Minutes
March 25, 2010**

Present: Bruce Malcolm, Chairman/Commissioner
Ossie Jordan, Commissioner
Peggy McGrath, Commissioner
Patrick Quinn, Commissioner
Larry Rowley, Superintendent of Utilities
Michael L. Thoreson, DPW Commissioner
Brian Creedon, Water Systems Manager
Alisa Hambly, Secretary

Attending: Stephen Torrey

Mr. Malcolm called the meeting to order at 9:00 A.M., noting that a quorum is present and the meeting is being recorded. Mr. Malcolm welcomed everyone and requested that everyone introduce themselves.

Mr. Malcolm requested that the acceptance of the minutes be postponed.

Mr. Quinn moved to postpone accepting the minutes. This motion was seconded by Ms. McGrath, and so voted unanimously by the Commission.

Mr. Malcolm called for a report from the **DPW Commissioner. Mr. Thoreson reported** that he has been meeting with the Chief Financial Officer (CFO) regarding the financing for the meter replacement program; are on the SRF intended use plan and have a couple options one of which is to bond the entire project, other options will be discussed with the CFO. An ordinance will be prepared based on Massachusetts General Laws to allow the city to enter homes to change the meters.

Ms McGrath questioned phasing the project. Mr. Thoreson stated the meter replacement project will be done in phase as it is physically impossible to do the project in one year as approximately 25,000 meters will be replaced. CDM is preparing the bidding packages; meter replacement, software/computer upgrades, and the actual program to read the meters. A test program will be done prior to accepting any bids to review the software, etc.

Mr. Malcolm requested that the other reports be postponed until after the Water Connection Hearing, hearing no objections, Mr. Malcolm opened the meeting to **New Business and Water Connection and the application for 278 Court Street.**

Mr. Malcolm recused himself from this hearing. The Commission discussed metering of the property.

Mr. Quinn moved that the application for 278 Court Street be approved for 2025 GPD for nine townhouses. This motion was seconded by Ms McGrath, and so voted unanimously by the Commission.

Mr. Malcolm called for a report from the **Superintendent of Utilities. Mr. Rowley reported** that February's monthly report has been provided with a grand total of \$12,406.52. The Commission discussed the monthly report. Mr. Rowley stated that replacement of 2-inch mains is continuing on Green Street, Greenbriar Road, Annis Street, Litchfield Terrace and Woodbine these are small mains with no fire protection about 500 feet in length. Staffing is down one position, a mechanic, which the Mayor does not want to fill at this time; the one mechanic currently on staff is handling everything.

Mr. Malcolm called for a report from the **Water Systems Manager. Mr. Creedon reported** on the flows stating that the average is 10.259 million gallons per day (MGD); the flow out of Silver Lake is 9.26 MGD, Brockton Reservoir is 600,000 GPD and we are currently taking between 300,000 and 400,000 GPD from Aquaria. The City is responsible for diverting Furnace and Monponsett Ponds to alleviate flooding. Mr. Quinn questioned when the average flow would trigger a red light. Mr. Creedon stated that if the flow goes over 400,000 for more than one day, its suspicious. Mr.

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Rowley stated that the trigger point is actually 12 MGD, however usage is monitored on a daily basis. Mr. Creedon stated that we have received \$11,200,000 in revenues, with one bill left to go out, there is currently \$5,000,000 in free cash (surplus of expected expenses); this revenue can only be used for capital expenses, not for budgetary purposes.

Mr. Malcolm opened the meeting for **Old Business** and discussion of the following:

- **Current Year Budget Report.** Mr. Creedon reviewed the different portions of the budget.
- **Shut off Policy** – Solicitors Office is suggesting that we write an amendment to the existing ordinance and regulations, language has been drafted by an outside attorney and will be reviewed as this will be necessary as part of the meter change out.
- **Irrigation Meters** – questions from Solicitor’s Office; will be reviewed and answered. Would like a breakdown for each block to figure the actual cost of a unit of water.
- **Meter Replacement** – any costs received back from recycling the old meters would be included in the bid package. When the meters are removed the property owner will be signing off on the reading of the old meter. Also an ordinance will be written up that meters will only be held for a certain amount of time (i.e. two billing periods) to allow time for challenging.

The Commission agreed that the next meeting would be on Thursday, April 29th at 9:00 A.M.

Mr. Jordan moved to adjourn. This motion was seconded by Mr. Quinn, meeting adjourned at 11:02 A.M.

Respectfully submitted:

Alisa Hambly
Secretary
Water Commission

Certified by:

Brian M. Creedon
Water Systems Manager
Clerk of the Commission