



Approved: 3/27/2024  
(date)

**TOWN OF PAXTON  
Water Commissioners  
Minutes of Meeting**

**Date: Wednesday, February 28, 2024**

**Time: 7:00 p.m.**

**Meeting Place: John Bauer Senior Center, 17 West Street, Paxton, MA**

Present: David Trulson (DT), Vice Chair  
Rodney Jenkins (RJ), Clerk  
Travis Thibault (TT), Director of Public Works  
Tiffany Sidhom, Administrative Services Manager

The meeting was called to order at 7:23 p.m.

**Meeting Minutes**

*Motion (RJ) seconded (DT)* to approve the meeting minutes from January 24, 2024.

**Billings Rendered**

The Commissioners reviewed and signed all Billings Rendered that were provided.

**FY25 Budget Review, Discussion and Vote**

*Motion (DT) seconded (RJ)* to approve the budget for FY2025 as follows:

Compensation:	\$ 254,925
Expenses:	\$ 874,047
Debt:	\$ 96,619

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Total:	\$1,225,591
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As well as, as of July 1, 2024, raise the flat meter fee to \$31.00 per meter and have the rates for Municipal, Institutional and Commerical to all be as follows:

Step 1	First 7,500 gallons	\$8.1331
Step 2	Next 7,500 gallons	\$10.3423
Step 3	All over 15,000 gallons	\$11.8152

## **Review and Approve Town Meeting Articles**

***Motion (DT) seconded (RJ)*** to approve the article for the FY25 Water Department budget as written, for a total budget amount of \$1,225,591.

***Motion (RJ) seconded (DT)*** to approve the article for the FY25 Water Tank Maintenance as written, for a total payment amount of \$20,681 to be paid from retained earnings.

## **West Street Water Main Project**

Tata & Howard provided a breakdown of cost for each phase of the project which is approximately:

\$1,287,000	Phase One
\$1,235,000	Phase Two
\$1,404,000	Phase Three
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\$3,926,000	Total Project Cost

In November 2023, for a USDA loan at 3.75%, it would cost approximately \$102,000 annually, for 40 years, to fund the project.

The Commissioners would like to start getting information out to residents about the need for the project, possibly including the cable channel, Landmark and a Select Board meeting.

## **Water Rate Discussion**

Passed over.

## **Director Reports and Updates**

There was a break on Birchwood where the department could not get a shut down. Hydra Tech had to come in and install an insertion valve for approximately \$7,000.

On February 23, 2024 department staff investigating a meter that was not sending a reading at 619 Pleasant Street found that the resident had removed the meter, thus stealing water, which is against the Rules and Regulations and can be a criminal offense. (TT) will be following up with this customer regarding the theft and involving the police if necessary.

A service leak at 748 Pleasant Street was discovered and the homeowner has contacted a contractor to make the repairs.

On February 27, 2024 a leak to the 1" copper pipe on Boynton Parkway was repaired.

The meter at 180 Marshall Street was not sending a reading for an extended period of time. The resident also had a leak. Once the meter was repaired, the customer received a large bill for the usage that had not registered/been billed for. The meter was tested and found to be working correctly. The customer is invited to contest the bill at the next meeting if they choose. Going

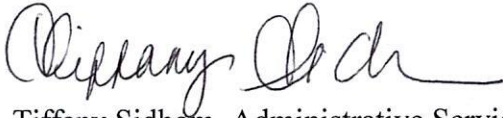
forward, the Commissioners want the first letter regarding a leak to be sent via regular mail. If the leak is not addressed within a reasonable amount of time, a second letter shall be sent via Certified Mail.

**Next Meeting**

Next meeting is tentatively scheduled for March 27, 2024 at 7:00 p.m.

*Motion (DT) seconded (RJ) to adjourn at 8:45 p.m.*

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Tiffany Sidhom', with a stylized flourish at the end.

Tiffany Sidhom, Administrative Services Manager