

Foxboro Board of Water and Sewer Commissioners

Meeting Minutes

November 3, 2014

Members in Attendance: Michael Stanton, Chairman; Richard Pacella, Vice-Chairman;  
Robert Garber, Clerk  
Others in Attendance: Roger Hill, DPW Director; Robert Worthley, Superintendent;  
Chris Gallagher, Town Engineer; Randy Scollins, Jessica Minton

The meeting was called to order at 7:00 p.m. by Chairman Stanton.

Matters Discussed:

Outdoor Advertising

There is nothing new to report on the outdoor advertising. The application should go out this week.

Status of Info Technology/CAD

This is ongoing

Office Space on Oak Street

The bids for the work will be opened on 11/13/14. There are nine (9) potential bidders. One of the Commissioners needs to review qualifications of contractors. Upon motion of Richard Pacella and seconded by Robert Garber, it was voted that Michael Stanton would review the qualifications.

Asset Management Program for Reservoir

The RFQ has been completed and is being reviewed by Steve Madaus. Look to open proposals by 12/30/14 and award the contract in January, 2015.

Delinquent Water Bills

There was a great deal of discussion with regard to the number of delinquent bills, both commercial and residential. The total is over \$500,000. The Commissioners need to adopt a protocol for the collection of these amounts. We will ask Steve Madaus to establish a protocol, especially for the individuals, i.e. hardship cases (use State guidelines).

We will begin sending demand notices – first to commercial users, then to individuals.

Water and Sewer Issues

The format for permits for service connection or change of use has been re-done. It is now a double-sided page and it should be incorporated in the Rules and Regulations.

There was a discussion about outstanding meeting minutes. Upon motion made by Richard Pacella and seconded by Michael Stanton, it was voted to approve the meeting minutes from 9/22/14, 10/6/14 and 10/20/14.

Upon motion of Robert Garber and seconded by Richard Pacella, it was unanimously voted to adjourn at 8:40 p.m.

Respectfully Submitted,

Suzanne L. Zinni

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These minutes of November 3, 2014 were approved on April 6, 2015



Robert T. Garber, Clerk