

BOARD OF WATER COMMISSIONERS
JOINT MEETING OF FEBRUARY 1, 2024

REGULAR MEETING: The joint meeting of the Board of Water Commissioners with the Board of Water Commissioners of Fire District No. 2 was held at 438 Granby Road Office on Thursday, February 1, 2024. Chairman Eden DuPerier called the meeting to order at 5:30 p.m.

ATTENDANCE:	Chair	Eden DuPerier
	Clerk	R. Scott Williams
	Associate Member	William L. Schenker
	Superintendent	Jeffrey Cyr
	Office Manager	Jennifer Fernandes
	Resident	Pauline McClafin
	Resident	Mitch Malinowski
	Resident	Robert Authier
	Resident	Jeff Levreault
	Resident	Sam Bernash
	Resident	Ira Brezinsky
	Resident	Michael DuPerier
	Resident	Bruce Forcier
	District No. 2 Superintendent	Tim Cauley
	District No. 2 Commissioner Chair	Dan Luis
	District No. 2 Commissioner	Kate Bedard
	District No. 2 Commissioner	Adam Hogan

APPROVAL OF WARRANTS: The weekly warrants were signed by all Board Members.

APPROVAL OF MINUTES: Scott Williams made a motion to approve the minutes of January 17, 2024. This motion was seconded by Eden DuPerier. Motion Carried.

JOINT MEETING WITH WATER
COMMISSIONERS OF FIRE DISTRICT 2

TO DISCUSS SHARED SERVICES: Water District 2 Chairman Dan Luis called District 2's portion of the meeting to order at 5:34 pm. Chair Eden DuPerier made introductions of both Boards. Eden mentioned there was a meeting earlier that day at District 2 with Pioneer Valley Planning Commission. Jeff Cyr, Eden DuPerier, Tim Cauley and Dan Luis all attended. Pioneer Valley Planning Commission has awarded a "District Global Technical Assistance Program" Grant for \$7500 to District 2 to explore the possibilities of shared services with District 1 and how that would look and how it would work. Eden stated that the Grant would allow subcommittees of the Water and Fire Dept.'s and citizens to be involved too. Eden said the meeting was very preliminary and it allowed the 2 District Chairs, Superintendents and Chiefs to speak and the process could be a one-year process or hopefully sooner. Dan Luis stated he thinks both Districts do well with sharing equipment, products and help. Dan wanted to thank the Board and Water Department for feeding District 2 with water for a few days when they had an issue. Dan Luis said he would like the Boards to meet on a regular basis or attend each other's meeting to have more dialog and explore more options to help each other out. Jeff Cyr stated this meeting was initially perpetuated because District No. 1 just lost a Maintenance

staff member and there were talks of maybe sharing a person in leu of hiring another Maintenance person. Jeff stated that the handshaking between the 2 Districts is really good, and both Districts would be covered for liability because both Districts are part of the Massachusetts WARN (Water/Wastewater Agency Response Network) which allows municipalities to assist each other to cover insurance issues. Tim Cauley has agreed to help in the interim until we find another Maintenance employee. Eden thinks we should replace our Maintenance staff for the long term instead of sharing a District 2 employee. Tim Cauley said it would be very difficult for them to share an employee for longer than a day or two as they have Capital projects planned and they need the 3 staff members they have for that as well as the day-to-day things. Jeff Cyr said since he has been at the Water Department, they are already down 2 employees, not including the employee that just left. Scott asked how both of the Superintendents feel about shared services. Jeff Cyr said they already do a lot of shared services between Water Districts. For example, Jeff said that capital plans should be considered as part of shared services. For example, before he considers purchasing a larger piece of equipment he will reach out to Tim Cauley and see if they have it and if it can be borrowed for the time needed. This has been done for years for products, equipment and employees in an emergency situation. Jeff said during the 2011 snowstorm that knocked out power for the District 2 wells, District 1 fed District 2 with water for a week and none of the residents ever knew about it. Jeff Cyr said right now the Districts do not charge each other when they share services and maybe the Boards should discuss if this continues or do they want to charge each other for sharing services, equipment etc. Scott Williams thinks in the future a merger of the Districts would be a benefit to the residents. Kate Bedard said that when the Merger discussion and vote went out to the people in the past there was a lot of push back. Kate thinks people need to see what will transpire both short and long term. Eden said the Districts could forecast like we do Capital projects and show residents when people are retiring and where positions could be integrated and show how the dollar could go further. Bill Schenker thinks we should continue our shared services as we do now and maybe educate the public about both Districts. Scott Williams suggested using some of the Grant funds to educate the people about a Merger. Resident Mitch Malinowski would like to keep these joint meetings going on a regular basis. Mitch likes that the residents and Boards stays informed.

DISTRICT 2 ADJOURN
MEETING:

Dan Luis made a motion to adjourn their portion of the meeting with District 1, which was seconded by Kate Bedard. Motion Carried
District 2 meeting portion adjourned at 6:15 p.m.

DISTRICT 1 MEETING CONTINUANCE:

MONTHLY ANALYSIS:

Jennifer Fernandes presented the January 2024 Monthly Analysis for the Board to sign. The Water Department billed \$449,929.96 in water rents and took in \$344,221.61 (77%) in receipts. We also billed \$7800 in Miscellaneous (Fireline's) and took in \$5,550 in receipts as of January 25th.

CONTINUED BUDGET
DISCUSSION:

Jeff Cyr updated the Board that there was a meeting yesterday Jan. 31st with Hampshire County Insurance Trust and Health Insurance rates will be increasing by 8%. Original estimates were 10% but the Trust infused some of their investment money to bring it down to 8%. Jeff will have those figures for the Board at the next meeting. The Board also needs to discuss if there will be raises for the employees. Eden asked Jeff to prepare different scenarios for the next meeting to get an idea of costs for the budget. Eden would also like to discuss replacing Brad and Jeff will have a job description ready too.

LEAPING WELLS PROPERTY
DONATION UPDATE:

Jeff Cyr showed a visual presentation of the 33 acres the Water Department owns off Bartlett Street. There is a 50 foot right of way to gain access to the property. Jeff stated that a long time ago the Board had Tighe and Bond do a wetland lineation so we knew what portion of the property was marketable. There is about 3.1 acres that is usable and developable. William Schenker had suggested that maybe we can donate some of this land to the Electric Light for use to build a new building. Jeff reached out to Sean Fitzgerald, General Manager of the South Hadley Electric Light Department and gave Sean the plans of this property. Sean said he will take the plans and information to his Board but his initial look at the plans he thought that this may not work for them as they are looking for 6 or so acres. Jeff said if they are interested in the parcel, he is not sure if they will be able to get through the wetlands issue. Jeff said an advantage to the parcel is there is a water and sewer line available.

TANK SITE LIABILITY
UPDATE:

Jeff Cyr updated the Board that he reached out to Chris Pintarich at Berry Insurance about our Liability at tank sites. Chris responded to Jeff with an email stating: Both locations listed at Industrial Drive and Mulligan Drive are listed under the District Liability, depending on the situation both locations are covered. Bob Authier commented that what does it mean it depends on the situation, could that be explained better. Scott said he thinks that we should most likely be covered for anything except what is in our policy for exclusions. Jeff will reach out to Chris for better clarification and report at the next Board meeting. Jeff noted to the Board that we are at the 3–4-year mark with our current Insurance Company, Berry Insurance. Would the Board like to re bid our insurance. After a brief discussion, the Board decided to stay with our current agent Berry Insurance. The costs have not increased and they provide great customer assistance.

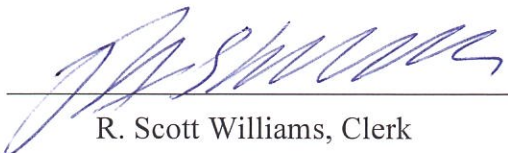
MOTION TO ADJOURN
PRUDENTIAL BOARD:

William Schenker made a motion to adjourn, which was seconded by Scott Williams. Motion Carried

ADJOURNMENT:

Meeting adjourned at 6:30 p.m.

BOARD OF WATER COMMISSIONERS


R. Scott Williams, Clerk