

BOARD OF WATER COMMISSIONERS
REGULAR MEETING OF JANUARY 6, 2011

REGULAR MEETING: The regular meeting of the Board of Water Commissioners was held at the 438 Granby Road Office on Thursday, January 6, 2011. Chairman David T. Daly called the meeting to order at 6:30 p.m.

ATTENDANCE	Chairman	David T. Daly
	Clerk	John A. Mikuszewski
	Associate Member	William L. Schenker
	Superintendent	Jeffrey A. Cyr

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

APPROVAL OF MINUTES: David T. Daly made a motion to approve the minutes of December 16, 2010. This motion was seconded by William L. Schenker.
Motion carried

INTERIOR PAINTING
OF INDUSTRIAL DR. TANK
DISCUSSION & AWARD:

Jeff informed the Board that both he and Joe Harris from Infrastructure Technologies Inc. received by e-mail the resumes of the 3 foreman that would potentially be on the painting project for the Industrial Dr. water tank. Both Jeff and Joe Harris had called references on all the resumes the 3 foreman and had poor responses on two of the 3 provided. Mr. Joe Harris has been in contact with the President, Mr. Ray Koren with these concerns and Mr. Koren has made a commitment to have his brother Mr. Chris Koren on this project full time as the Foreman/Superintendent and in the event that Chris has to leave the project, Ray will be on-site himself. Mr. Harris sent Jeff a letter with this information and his recommendation to award Worldwide Industries the contract to do the work. (See Note 1). John A. Mikuszewski made a motion to award the contract to Worldwide Industries, Inc. the interior painting of Industrial Drive water tank in the amount of \$399,425.00. This motion was seconded by William L. Schenker.
Motion carried

OFFICE SERVER
DISCUSSION:

Jeff informed the Board that approximately 6 months back we had a problem pulling meter readings from interrogators from the office server and had to call Chris Goodrich from E.J. Prescott. Chris used Jeff's laptop to transfer the readings from the interrogators to the billing system. A few months back and just recently the server cooling fan was making very loud noises for days continuously and shutting down unexpectedly. Kevin Phillips from KPIT consulting took the server off site to look into and suspected that it is possibly a Microsoft problem but couldn't pinpoint exactly. Kevin recommended as a 100% long term fix is to get a new server and has provided a quote. (See Note 2). Jeff made a decision to go with the server that is equivalent to the one we have now which is \$2595. Kevin said it will take approximately 2 to 3 weeks for the new server to arrive and he will contact us to install.

PRELIMINARY BUDGET

DISCUSSION:

Jeff presented the Board with a preliminary projected budget for the fiscal year 2011/2012. Jeff's proposed budget allows for minimal increases in pertinent areas only. Jeff requested the next fiscal yr. rate from Leo Norton of the MWRA regarding the projected water costs for the FY 2011/2012 and there is an approximate 11% increase. The increase of \$62,413 (11%) is due to capital expenses. This is primarily due to the start of construction of the UV disinfection treatment at the MWRA Ware Treatment Plant. Jeff proposed \$1000 more for vehicle expense, \$500 more for communication costs (which includes scada system & cell phones) as well as a 3% wages increase. Jeff also continued funding the leak detection account per the Board of Water Commissioners request and the water meter replacement account for the future.

WATER MAIN REPLACEMENT

DISCUSSION:

Jeff informed the Board that he had a meeting today with Mr. Jim Reidy, William Schenker, Wayne Walton and himself to discuss the Brainerd Street project. We asked Mr. Reidy if we could push back the time frame, so we could have ample time to complete the water main replacement. Jim Reidy stated he is still concerned with settlement issues but said that he thought Palmer Paving may be able to adjust their timeline. Jeff is concerned that we will be too tight with the 3 month time frame to finish the project as there are 7 large streets to tie into and approx. 40 house connections. The most significant concern is the fact that Brainerd St. is a bus route, which would require detouring or having the road open during busing hours. The Board would like to go ahead with the project and feels the department can do the work even though there are a lot of obstacles to overcome. Jeff will investigate and keep the Board updated.

REVISED RULES AND

REGULATIONS DISCUSSION:

Jeff presented to Board with a revised Rules and Regulations that is 170 pages long. The new Rules and Regulations include more details in several areas. Some of the highlights are Jeff would like to use all lead-free brass fittings and plastic service lines (service from curb stop to house). There is also new Legislature if a customer tampers with a meter we can fine up to \$1000. We will now be able to charge a customer \$100 for a meter test if a customer insists they would like their meter tested. There is also more detail on our payment and shut-off policy as well as the full cross-connection policy. Jeff suggested that we consider charging a fee for backflow testing as most other water department charge for this service. Jeff also suggested the Board consider increasing the improvement fee for the future. The Board will review the new Rules and Regulations and discuss at the next meeting.

MORGAN STREET

GRANBY UPDATE:

Jeff informed the Board he and David Daly met with the Granby Board of Health on December 21, 2010. They had concerns about the 2009 Consumer confidence report that was sent to our consumers indicating a coliform issue. Jeff addressed their concerns and talked about the new Legislation, water rates, treatment process and gave the Board a map of our water system. The Granby Board stated they would like to see everyone on Morgan Street get connected from the very

beginning. The Granby Board also confirmed information about the wells on the street that the new proposed water services need to have a 10 foot separation from the septic systems. Jeff will keep the Board updated as things progress.

REPAIR OF W-4:

Jeff informed the Board that the W-4 truck broke down in the yard and needed a new radiator amongst other issues. Marcotte Ford repaired the truck at a cost of \$1500.00.

LUDLOW DAY
TANK SCALE:

Jeff informed the Board that the Ludlow Day tank scale broke. The day tank scale measures the sodium silicate consumption. The heater for the Ludlow facility also broke. Jeff ordered the parts necessary to repair the scale and the heater.

WATER TANK
LEVELS:

Jeff informed the Board that on December 30, 2010 he observed that the Industrial Dr. Tank levels were dropping more than normal. Jeff received a low water alarm at approx. 2 am and immediately began filling the tank to compensate. On that one day the levels had dropped 9 feet. Usually it takes 5 or so days for the levels to drop that much. On Friday Dec. 31st both Jeff and Ron Motyka walked the easements to check for leaks on those properties. No leaks were found on the easements. Ron got a call Saturday, Jan 1, 2011, that water from 44 Berwyn Street had water coming out of the basement windows and had pipes frozen on the second floor. Jeff determined that the tank level alerts were from the enormous leak at 44 Berwyn Street. Jeff estimated that approximately 90,000 gallons were lost from the leak. All utilities to the house have been shut off and the home has been condemned.

MOTION TO ADJOURN:

William L. Schenker made a motion to adjourn, which was seconded by
John A. Mikuszewski. Motion carried

ADJOURNMENT:

Meeting adjourned at 7:15 p.m.

BOARD OF WATER COMMISSIONERS

John A. Mikuszewski, Clerk