

BOARD OF WATER COMMISSIONERS  
REGULAR MEETING OF JANUARY 15, 2020

REGULAR MEETING: The regular meeting of the Board of Water Commissioners was held at the 438 Granby Road Office on Wednesday January 15, 2020. William L. Schenker called the meeting to order at 4:00 p.m.

ATTENDANCE:	Chairman	William L. Schenker
	Clerk	R. Scott Williams
	Associate Member	Stephanie K. Wall
	Superintendent	Jeffrey A. Cyr
	Interim Treasurer/Clerk	Ira Brezinsky

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

APPROVAL OF MINUTES: R. Scott Williams made a motion to approve the minutes of December 11, 2019 and January 2, 2020. This motion was seconded by Stephanie K. Wall.  
Motion Carried

ANNUAL REPORT DISCUSSION  
WITH CLERK/TREASURER

IRA BREZINSKY: Ira Brezinsky had sent all Board members a proposed change in how the Annual Report is printed and reported (See Note 1). Ira stated that the way we present the Annual Report is not what is typically done in other communities. Ira noted that as an example, the 2018 Annual Report includes three documents related to the FY 2020 budget and thinks that these 3 documents could be a separate component that is handed out at the Annual meeting and not part of the Historical Annual report that is printed in book form. Ira also noted that we could include the previous year's actual approved budget and figures as voted. Ira is looking for feedback from the Board. Doing this would enable the departments to make changes if necessary up until 1 week prior to the Annual Meeting, as the Annual Report book is usually printed well in advance. Ira stated at the end of the day it is the Clerk that is responsible for the Annual Report. After a brief discussion the Board decided to think about it and communicate to Ira via e-mail and/or in person by February 15th.

BY-LAW REVIEW COMMITTEE  
UPDATE AND DISCUSSION  
REGARDING WATER  
DEPT. FUNCTION:

Jeff Cyr reported to the Board that the By-Law review Committee is making progress in completing the new District By-Laws and hopefully will be done to have the District citizens vote on it at the Annual Meeting. Jeff noted that the Prudential Board has to address the Fire Department side of the By-Laws. Jeff presented the Board with the Water Department's portion of the By-Law changes (See Note 2) for them to review. Jeff noted that there are only 5 sections to review and there are more details in them than in previous By-Laws. The Board will review and report back at the next February meeting.

PRELIMINARY FY21  
BUDGET DISCUSSION:

Jeff Cyr reported to the Board he has heard from the MWRA about our next fiscal years water purchase and initially thought the increase over last year would be about 2%, but in fact it will be an almost 6% increase over last year (\$730,000 vs \$770,000) Jeff noted that we have a healthy surplus which means our current water rates are where they should be. Jeff noted the Retirement and Health Insurance is a bit less as we are down one Maintenance worker. The Treasurers portion of the salary from the Water Departments budget is 25% of their annual salary. We are going into a new election and do not know who or what the annual salary is so Jeff suggested the Board agreed to vote on 25% of the salary instead of an exact figure for the budget. R. Scott Williams made a motion to approve the Water Department paying 25% of the Treasurer/Clerks salary for the Fiscal Year 2020/2021. This motion was seconded by Stephanie K. Wall. Motion Carried William L. Schenker opened up the discussion of giving the Water Department employees a raise as he feels they been working harder with one less Maintenance worker. William Schenker asked the other Board members what they thought. Stephanie K. Wall stated she feels they are all great workers and would like to give them an increase. R. Scott Williams noted the staff has been working harder and was also thinking a 2% raise would be fair. Kari Scytowski asked to recognized and suggested a flat raise like the Board did last year as it is fairer to all employees when one employees rate is lower than another. Jeff noted the raise last year was .25 cents which was a .08% increase. After a brief discussion. Scott Williams made a motion to give Water Department employees a 2% increase. This motion was seconded by Stephanie Wall. Motion Carried

MPIC REPRESENTATIVE  
FOR COMMITTEE INPUT:

Vice Chair, Nate Therien from the Master Plan Implementation Committee (MPIC) for the Town of South Hadley presented to the Board Goals and Objectives (See Note 3) for the Master Plan. Nate stated he has been going to the different Boards in town and asking for their input and suggestions in which they can achieve goals and objectives. Nate noted at the end of the Goals and Objectives there is a questionnaire he asked the Board to fill out and get back to him by the end of next week. Jeff Cyr noted that Highway Departments previous Superintendent used to let Jeff know of future streets that they were going to be paving in the event the water lines on that street needed to be replaced in order to save money for all Departments. Jeff Cyr also noted that in previous years the Department heads would meet once a month to communicate what was happening in their respectful departments.

MOTION TO ADJOURN:

R. Scott Williams made a motion to adjourn, which was seconded by Stephanie K. Wall. Motion carried

ADJOURNMENT:

Meeting adjourned at 5:15 p.m.

BOARD OF WATER COMMISSIONERS

---

R. Scott Williams, Clerk