

BOARD OF WATER COMMISSIONERS
REGULAR MEETING OF MARCH 15, 2012

REGULAR MEETING: The regular meeting of the Board of Water Commissioners was held at the 438 Granby Road Office on Thursday, March 15, 2012. Clerk William L. Schenker called the meeting to order at 6:30 p.m.

ATTENDANCE

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

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

APPROVAL OF MINUTES: John A. Mikuszewski made a motion to approve the minutes of March 1, 2012. This motion was seconded by William L. Schenker. Motion carried

EMPLOYEE MANUAL DISCUSSION: Jeffrey Cyr opened the discussion by asking the Board if they had read the letter Attorney Mark Beauregard wrote (See Note 1) regarding the questions they had about the Employee Manual. The Board responded that they did read and agreed with the recommendations Attorney Beauregard has written out in the letter. Jeff will make the changes to the Employee Manual and bring to next meeting for approval.

PIPE BIDS FOR HOLLYWOOD/TAMPA STREET: Jeffrey Cyr presented the Board with the final pipe bid results for the next water main project on Hollywood/Tampa Streets. The maintenance crew will be replacing approximately 2500 feet of pipe. Jeff Cyr had inquired a few months back regarding the cost of pipe rising significantly, so in anticipation of the rise he immediately asked for bids for the project and a 90 day lock on the prices. E.J. Prescott came in with the lowest bid of \$54,125.00 (See Note 2). William L. Schenker made a motion to accept E.J. Prescott's bid of \$54,125.00 for 2500 ft of pipe. This motion was seconded by John A. Mikuszewski. Motion Carried.

Jeff also presented a second bid just for materials consisting of valves, fittings, and brass on the Hollywood/Tampa Streets water main project (See Note 3). EPPCo had the lowest bid for the materials at \$14,713.59. John A. Mikuszewski made a motion to accept EPPCo's bid of \$14,713.59 for materials. This motion was seconded by William L. Schenker. Motion Carried.

SPECS FOR NEW W-4 MAINTENANCE TRUCK: Jeffrey Cyr updated the Board that the Specifications for the purchase of a new W-4 truck will go out to bid after the April 30th Annual Meeting.

NEW W-2 TRUCK: Jeffrey Cyr updated the Board the new W-2 truck that has been ordered from Liberty Chevrolet in Wakefield, MA is going to be delayed for delivery until around May 1st. Wayne Mardell from Liberty Chevrolet said the metallic green paint color is not a common color and therefore would be painted separately at the factory. The additional delay would come from General Motors contracting out to non-union delivery carriers and would have to be bid on. Jeff will update the Board at future meetings.

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

ADJOURNMENT: Meeting adjourned at 7:50 p.m.

BOARD OF WATER COMMISSIONERS

William L. Schenker, Clerk