

BOARD OF WATER COMMISSIONERS  
REGULAR MEETING OF APRIL 5, 2012

- REGULAR MEETING:** The regular meeting of the Board of Water Commissioners was held at the 438 Granby Road Office on Thursday, April 5, 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       |
| 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 15, 2012. This motion was seconded by David T. Daly. Motion carried
- LIONS CLUB FISHING DERBY MAY 19, 2012:** Jeff Cyr stated that Omer Gingras dropped off a letter from the Lions Club requesting our endorsement of the Fourteenth Annual “Myron Ryder Memorial Fishing Derby” to be held on May 19, 2012 (See Note 1). As in previous years, the Lions Club has furnished the Board with a Certificate of Liability Insurance for \$2,000,000.00 for that day. David T. Daly made a motion to approve the use of the Reservoir by the Lions Club for the fishing derby. This motion was seconded by John A. Mikuszewski. Motion Carried
- EMPLOYEE MANUAL DISCUSSION:** Jeffrey Cyr opened the discussion by asking the Board if they have read the revised Employee Manual. The Board responded that they did read and are happy with the changes. Jeff made final copies for the Board and will make copies for all employees. David T. Daly made a motion to approve the revised Employee Manual. This motion was seconded by William L. Schenker. Motion Carried
- FY 12 BUDGET DISCUSSION:** Jeff Cyr informed the Board that the April billing for the final FY quarter has been mailed out and if we collect all our rents we will have a budget shortfall around \$40,000. The deficit of \$40,000 is inclusive of money from Miscellaneous billing. Our FY2012 commitment is 1,763,507.22. Another factor for the Board to consider will be the weather for the upcoming FY in order to determine if a rate increase will be necessary. Jeff will provide the Board with Rate setting information prior to the next meeting.
- STEP INCREASE FOR KARI SCYTKOWSKI:** Jeff Cyr informed the Board that Kari Scytowski is due for her 3<sup>rd</sup> step increase, as her anniversary date is April 26<sup>th</sup>. The increase would be payable for the payroll dated May 3, 2012. William L. Schenker made a motion to approve Kari’s step increase pending salary schedule review. This motion was seconded by David T. Daly. Motion Carried

- WORCESTER TRAINING:** Jeff Cyr and Ron Motyka attended training in Worcester, MA and the Staff from MWRA noted they are going to bid this summer for a tentative fall start date for the Ultraviolet Disinfection project up at the Ware Disinfection Facility..
- WATER MAIN PROJECT ON HOLLYWOOD/TAMPA ST:** Jeff Cyr informed the Board the Maintenance Crew will start replacing the pipe on Hollywood Street the week of April 16<sup>th</sup>. Pipe has already been delivered and Jeff anticipates the project will take 6 to 8 weeks to complete. Jeff will update the Board on progress at the next meeting.
- RIPPLE ON NEWTON STREET ROAD:** Jeff Cyr noted the Maintenance Crew will be repairing the ripple in the road on Newton Street the week of April 9th. Garrity Reclaiming will be planing roadway down and the Maintenance crew will rent Marion Excavating paving equipment and performing the paving work themselves.
- MOTION TO ADJOURN:** David T. Daly 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**

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William L. Schenker, Clerk