

BOARD OF WATER COMMISSIONERS
REGULAR MEETING OF AUGUST 16, 2012

REGULAR MEETING: The regular meeting of the Board of Water Commissioners was held at the 438 Granby Road Office on Thursday, August 16, 2012. Chairman William L. Schenker called the meeting to order at 6:30 p.m.

ATTENDANCE:	Chairman	William L. Schenker
	Clerk	David T. Daly
	Associate Member	John Mikuszewski
	Superintendent	Jeffrey A. Cyr
	Legal Counsel	Mark Beauregard

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 July 19, 2012. This motion was seconded by John A. Mikuszewski. Motion carried

RIVERWOOD TERRACE
CONDOMINIUMS: Jeffrey Cyr was contacted recently by Mr. Michael Keane, President of the Association for Riverwood Condominuims regarding the Water Main Break that occurred on July 18, 2012. Mr. Keane inquired about responsibility to repair the paved area that was disturbed. Mr. Keane explained that he had been in contact with Attorney Paul Boudreau and that Mr. Boudreau was going to contact Jubinville insurance to see if the leak site was covered under Riverwood Terraces' policy (see note 1). Jubinville insurance responded and said the leak site was not covered under the current policy. Jeff explained to the Board that considering there was no easement for the Water Dept. to repair the main, we could technically invoice Riverwood for our time and materials in the amount of \$1700.00 to repair the leak. The Board felt this would not be necessary and agreed to allow the Dept. to incur additional costs to prepare the remaining disturbed areas for paving. Following that, it would be Riverwood Terrace's responsibility to hire a paving contractor to apply the asphalt. Attorney Mark Beauregard will draft a letter accordingly and send it to Paul Boudreau's office.

HOLLYWOOD/TAMPA ST.
WATER MAIN UPDATE: Jeffrey Cyr updated the Board that the water main project is finally complete with the final tie in to BATTERY Brook and calculated the final cost to be \$116,000.00.

AT+T PROPOSAL FOR
INDUSTRIAL DR. TANK: Attorney Mark Beauregard informed the Board that he had been forwarded a letter of intent presented by Thomas Roby, lease consultant from Md7 to modify the current lease between AT+T and the Fire District. Mark has spent a significant amount of time going back and fourth on the language with Tom Roby without a final solution. Mark finally had to inform Mr. Roby that he was going to be attending a Board of Water Commissioners meeting and needed simple terms of what affect the amendment would have for the increased revenue proposal of a

one-time payment of \$1000.00 and an additional \$100.00 per month. Mr. Roby could not provide that answer and Mark Beauregard advised the Board not to accept the amendment based on the poor information provided. In the past, AT+T has clearly identified in amendments what additional revenues paid to the District were for. Jeffrey Cyr advised Mark to contact Mr. Taylor Whiteside, attorney for AT+T to see if he could get further explanation on this amendment issue. Following that conversation, Mark Beauregard has been authorized by the Board to inform Mr. Roby of the Board's position on the amendment. Jeff will update the Board at the next meeting.

MISCELLANEOUS CHARGES UPDATE:

Jeffrey Cyr presented the Board with a list of the Dept.'s Miscellaneous Charges (See note 2). Jeff highlighted various materials with increases for the Board to review and comment on. Jeff informed the Board that the main reason for some of the increases was due to the Dept.'s requirement for lead free brass. After a brief discussion, David T. Daly made a motion to accept the increase as presented. This motion was seconded by John A. Mikuszewski. Motion carried

PROWLER WATER LEAK LEAK DETECTION REPORT AND DISCUSSION:

Jeffrey Cyr presented the Board with a copy of the recent Leak Detection Survey performed by Prowler Water Leak Detection Services (see note 3). Prowler indentified four leak areas for a total of 30 GPM. Jeff informed the Board that 2 of the four leak areas have been repaired with the most significant leak occurring at 92 Lyman St. Jeff presented the Board with the portion of copper service line containing 4 holes removed from that service. Jeff also mentioned there was a leak indentified on the 16" pipeline on West St. Ludlow. Jeff will address this site when water demand is lower for concern of getting supplied from both Water tanks while the pipeline is shut down to repair the leak. Jeff will update the Board once the leak is addressed.

LETTER FROM SPRINT REGARDING LEASE AT ALVORD ST. TANK:

Jeffrey Cyr presented the Board with a copy of a letter he received from Sprint regarding decommissioning their cell site at the Alvord St. Water tank (see note 4). Jeff has not been informed when this will occur, but will remind the contractor performing the work that the site and water tank will be restored to original condition according to the terms in the current lease. Jeff will also contact Joseph Harris from Infrastructure Technologies Inc. to perform inspection on the removal of the brackets and restoration of the paint coating on the tank. Jeff indicated the revenue loss will be \$31,944.00 per year.

LEAPING WELLS DAMN SAFETY REPORT:

Jeffrey Cyr presented the Board with copy of the final Report from Tighe and Bond regarding the recent inspection and recommendations for the Leaping Wells Damn. Some of the recommendations include the clearing of brush along the banks on the other side of Granby Road, the possible installation of an isolation valve prior to the damn, and filling in some depressed and bare areas along the banks of the reservoir to prevent erosion. Our staff has already completed the fill and erosion areas. The brush will be addressed when time permits.

VACATION/SICK TIME
DISCUSSION:

Jeffrey Cyr informed the Board that our Supplemental Accident Benefits Policy specifically allows the use of accrued sick time and does not include the use of vacation time (see note 5). Jeff recommended to the Board that we revise the policy to include the use of vacation time prior to other employees donating their sick time into the “Sick Bank” for an employee that is in need of additional time. The Board unanimously agreed and would like the policy revised and reviewed by Attorney Mark Beauregard. Jeff will type a draft and send it to Mark. Following Marks review, it will be inserted into the Employees Handbook.

WATER MAIN BREAK ON
CARLTON ST:

Jeffrey Cyr informed the Board of another Water Main Break that occurred on Carlton St. Tuesday, August 14th. Jeff said this is the third water main break in a year and he believes the replacement of that main should be done this fall following meter reading. Jeff will contact the Department of Public Works to address any concerns they might have on the replacement. Jeff will update the Board at the next meeting.

NEW LIBRARY:

Jeffrey Cyr informed the Board that a meeting was held for all town officials regarding the new library. Jeff has been talking with Tim McGivern of Nitsch Engineering regarding his concerns for old water mains being located under the new proposed parking lot for the library. Tim presented a plan to replace the water main the entire length of the new parking lot. Tim indicated the proposed plan was to replace two water mains and Jeff suggested they look into the possibility of replacing the 10” main and connecting the 6” main at the end of the construction limits. Jeff and Tim both agreed this would save time and money for the project. Jeff will update the Board as the project progresses.

MOTION TO ADJOURN:

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

ADJOURNMENT:

Meeting adjourned at 8:10 p.m.

BOARD OF WATER COMMISSIONERS

David T. Daly, Clerk