

BOARD OF WATER COMMISSIONERS  
REGULAR MEETING OF JUNE 2, 2011

REGULAR MEETING: The regular meeting of the Board of Water Commissioners was held at the 438 Granby Road Office on Thursday, June 2, 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 April 21, 2011. This motion was seconded by John A. Mikuszewski. Motion carried

RE-ORGANIZATION OF BOARD  
OF WATER COMMISSIONERS: William L. Schenker made a motion to re-organize the Board of Water Commissioners as follows:

Chairman	John A. Mikuszewski
Clerk	William L. Schenker
Assoc. Member	David T. Daly

This motion was seconded by John A. Mikuszewski Motion carried

BRAINERD ST. WATER  
MAIN UPDATE: Jeff Cyr informed the Board that the Brainerd Street water main project is almost done. All of the services on Brainerd Street have been tied into the new water main and the main has been tied into Lyman Street. The guys are installing the last 3 hydrants on Friday and will abandon the old water main. Jeff estimates our current costs at \$112,000 with no black top for remaining trench included. Jeff will give final cost upon completion.

INDUSTRIAL DRIVE TANK  
PAINTING UPDATE:  
(Notice to Proceed) Jeff has issued Mr. Ray Koren of Worldwide Industries a Notice to Proceed letter to start the painting of the Industrial Drive Tank (See Note 1). In accordance to the contract agreement Worldwide Industries has 60 days to complete the project. On Monday May 30<sup>th</sup> we started to drain the tank and it should be empty by next week. Jeff spoke to Ray Koren and he may be moving his equipment in place this weekend. Jeff noted that so far the Alvord Street Tank is covering the district nicely, his only concern is if we have a hot spell and there is more demand for water. Jeff will keep the Board updated as things progress.

**COUNTER COMPUTER:**

Jeff informed the Board that on Wed. May 25 the computer at the counter where walk in payments are accepted quit. Kevin Phillips from KPIT Consulting has ordered another tower and monitor and should be here by next week and he will install. Kevin is e-mailing Jen an estimate of the cost.

**LIBRARY TRUSTEES  
MAILING REQUEST:**

The South Hadley Library Trustees have requested an informational mailer stuffed into our bills providing there is no additional cost to the Departments postage. David Daly noted that the trustees have done 3 revisions so far and are awaiting final approval from the Town Selectboard. The Board agreed to insert the mailer once it has been approved by the Selectboard, as it will not impact the Departments cost of postage.

**CUT-OFF SAW  
REPLACEMENT:**

Jeff informed the Board the Cut-Off saw on the W-4 truck has quit and needs to be replaced. Jeff has ordered a new one and it will cost approximately \$1040.

**STEP INCREASE  
DISCUSSION:**

Jeff informed the Board that both Kari Scytkowski and Jennifer Fernandes are due for their 2<sup>nd</sup> step increase. Kari's step will go from \$18.04 to \$18.26/hr. Jennifer's step increase will go from \$863.76 to \$905.10 a week. William L. Schenker made a motion to approve the step increases for Kari and Jennifer. This motion was seconded by John A. Mikuszewski. Motion carried

**MOTION TO ADJOURN:**

John A. Mikuszewski made a motion to adjourn, which was seconded by David T. Daly. Motion carried

**ADJOURNMENT:**

Meeting adjourned at 7:12 p.m.

**BOARD OF WATER COMMISSIONERS**

---

John A. Mikuszewski, Clerk

