

BOARD OF WATER COMMISSIONERS
REGULAR MEETING OF APRIL 24, 2014

REGULAR MEETING: The regular meeting of the Board of Water Commissioners was held at the 438 Granby Road Office on Wednesday, April 24, 2014. 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: John A. Mikuszewski made a motion to approve the minutes of March 19, 2014. This motion was seconded by William L. Schenker. Motion Carried

DISCUSSION WITH MONICA WALTON, TREASURER/CLERK
FIRE DISTRICT #1: Monica Walton informed the Board that she is changing payroll companies and gave the Board new forms for W-4's and direct deposit. Monica also informed the Board that there are 3 amendments to the Annual Report. (See Note 1). Monica also notified us that she received a call from Betsy Sugrue from Hampshire County Retirement and there is a Seminar next week at the Town Hall on Main Street in South Hadley. She will inform us of the actual date.

PROPOSAL FROM KPIT FOR COMPUTER UPGRADES (XP ISSUE): Jeff Cyr informed the Board that Windows XP is not being supported by Windows anymore and all of our computers have Windows XP. Jeff received a price from Kevin Phillips from KPIT for upgrades to 6 computers and more memory for 2 of the computers. The upgrade will also include updating from Windows Office 2003 to Windows Office 2007. Kevin quoted a price of \$2100.52 plus installation time (See Note 2). David T. Daly made a motion to accept the quote of \$2152.00 plus installation for 6 computer upgrades. This motion was seconded by William L. Schenker. Motion Carried

FY14 COLLECTIONS AND FUTURE REVENUE DISCUSSION: Jeff Cyr informed the Board that if we collect all of our outstanding water rents we will make our budget for FY 2014 and have approximately \$37,000 overage. Miscellaneous payments so far are approximately \$23,000. Jeff also reminded the Board that our FY 2015 budget is \$48,000 higher than the FY 2014 budget. Jeff informed the Board that Metro PCS merged with T-Mobile and they will be re-evaluating their collective cell site towers and may be eliminating or consolidating some of the contracts. Jeff also noted that Verizon has been upgrading their equipment on the Industrial Drive water tank and the work they have been doing looks good and is very neat.

LIONS CLUB FISHING
DERBY MAY 17, 2014:

Jeff Cyr informed the Board that he received a letter from Chairman, Chris Daly of the Lions Club (See Note 3). The Lions Club would like to hold the 17th Annual Myron Ryder Fishing Derby on May 17, 2014 at the Water Department Leaping Wells Reservoir. As in previous years the Lions Club will furnish the District with Liability Insurance for \$2,000,000. After a brief discussion, William L. Schenker made a motion to approve use of the Reservoir by the Lions Club on May 18, 2013. This motion was seconded by David T. Daly. Motion Carried

MARGARET STREET WATER
MAIN PROJECT UPDATE:

Jeff Cyr updated the Board that the Margaret Street water main replacement project is nearing completion. The Maintenance Crew has 1 more tie in to complete the main. They will then be pressure testing and Chlorinating the system. Following the success of both, the two service connections will be tied on. Jeff noted that the Maintenance Crew will start the water main replacement on Judd Avenue next. Jeff also informed the Board that Hydrant flushing is scheduled for May 12th – 15th.

INDUSTRIAL DRIVE WATER
TANK CLEAN UP:

Jeff Cyr informed the Board the Maintenance Crew cut several trees and bushes around the Industrial Drive tank. It has been 20 years since the tank was constructed and brush and trees have encroached on the fence areas. The Crew removed about 15 loads of brush from the around the fence area. John A. Mikuszewski requested that a maintenance plan be instituted every couple of years.

CHLORINATION SYSTEM ON
ALVORD STREET WATER
TANK UPDATE:

Jeff Cyr updated the Board the new Chlorination system on the Alvord Street water tank is complete. DEP will perform a final inspection prior to putting it on-line. The chlorination system will assist Chlorine residuals in that service area in periods of low demand.

MOTION TO ADJOURN:

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

ADJOURNMENT:

Meeting adjourned at 6:43 p.m.

BOARD OF WATER COMMISSIONERS

John A. Mikuszewski, Clerk