

BOARD OF WATER COMMISSIONERS
REGULAR MEETING OF JULY 10, 2014

REGULAR MEETING: The regular meeting of the Board of Water Commissioners was held at the 438 Granby Road Office on Thursday, July 10, 2014. Chairman John A. Mikuszewski 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: David T. Daly made a motion to approve the minutes of June 19, 2014. This motion was seconded by William L. Schenker. Motion Carried

METRO PCS LEASE AGREEMENT: Jeff Cyr informed the Board that Metro PCS sent a letter stating they will be terminating their Lease Agreement with us on both the Industrial Drive and Alvord Street water tanks as of September 30, 2014 (See Note 1). Jeff believes this is a result of the merger between Metro PCS and T-Mobile. Jeff Cyr noted that is a loss of \$4600 a month between both water tank rents we receive. Jeff is looking into our Lease agreement with them to see if they have to continue to pay us for a period of time and a timeline for them to remove the equipment at both sites. Jeff will report back to the Board with an update.

LEAK DETECTION RESULTS FROM PROWLER WATER: Jeff Cyr updated the Board that Prowler Water performed leak detection on half of our distribution system for a total of 37 miles of our system. (See Note 2). Four fire hydrant leaks were detected and the 6" cast iron main on the corner of Kendrick and Newton Streets had a small crack. Jeff noted the hydrant leaks were not leaking long, as the Maintenance crew flushed hydrants May 1, 2014. The leak on Kendrick/Newton was leaking 10 gallons/minute, approximately 5 million gallons a year. Jeff noted that a Verizon employee who was working on their lines underground said he had noticed the leak for about 2 years. Prowler Water estimated that if all leaks were left approximately 10.37 million gallons would have been lost. All leaks have been repaired by the Maintenance crew.

LEAPING WELLS DAM INSPECTION PROPOSAL FROM TIGHE AND BOND: Jeff Cyr informed the Board that the 2 yr. inspection of the Leaping Wells Reservoir Dam is due by the state. Engineering Firm Tighe and Bond provided a proposal to inspect the Reservoir Dam in the amount of \$4500. Jeff noted the physical inspection needs to be done by July 13th and the written inspection report has to be filed by August 13, 2014 with the state. After a brief discussion, William L. Schenker made a motion to approve the inspection to be done by Tighe and Bond for \$4500. This motion was seconded by David T. Daly. Motion Carried

**WORKMAN'S COMP
DISCUSSION:**

Jeff Cyr informed the Board that the Treasurer Monica Walton was contacted by the Hampshire County Trust informing us that the District is responsible for the retirement portion of David Sudyka's Workers Compensation. Jeff has provided Monica Walton with the wage sheet from Traveler's Insurance. We should receive notification soon from the Hampshire County Trust on the exact amount we are responsible for. Jeff noted that our budget for retirement is very tight and a special meeting will need to be held to transfer funds into that account. Jeff will keep the Board updated

**EMPLOYEE RATE
DISCUSSION:**

Jeff Cyr reported to the Board that the .25cents the Maintenance crew receives in their pay hourly as an incentive to get their distribution license has been questioned by the Treasurer, Monica Walton. Jeff Cyr noted that he and the office crew have scoured the minutes to try to find exactly when the .25 ¢ was put into motion, but they were unsuccessful. In previous years when the raises were calculated the .25 ¢ was backed out of the hourly wage, the raise increase was added and then the .25cents was put back into the hourly wage. Monica called the office manager, Jennifer Fernandes concerned that if anyone were to question their raise that we could be held liable. After a discussion the Board agreed to clarify the Incentive that is given to the Maintenance crew after receiving their distribution license. William L. Schenker made a motion to pay the Maintenance Crew an incentive of .25¢ an hour after obtaining their distribution license. This incentive amount will not be a part of the annual cost of living raises. This motion was seconded by David T. Daly. Motion Carried

**BRAD COUTURE STEP
INCREASE DISCUSSION:**

Jeff Cyr reviewed Brad Couture's step increase with the Board. Jeff noted both Foreman Wayne Walton and himself feel Brad has been a great addition to the crew. David T. Daly made a motion to approve the step increase for Brad Couture. This motion was seconded by William L. Schenker. Motion carried

**PINE CONE LANE PUBLIC
WATER UPDATE:**

Jeff Cyr updated the Board the he was contacted by a few residents of Pine Cone Lane, Ludlow stating they have spoken to the Town of Ludlow and stated the town is moving forward with an appropriation to help the residents on Pine Cone Lane who have little or no water. Jeff stated a Barbara Wuerst from Pine Cone Lane sent him a letter, along with a letter signed by 17 of the residents on the street that no longer want to participate in receiving water from our distribution system. (See Note 3) Jeff also noted that the Legislation that was approved 3 yrs. ago states we would be able to provide water to them if it was an emergency situation. (See Note 4).

JUDD AVENUE
UPDATE:

Jeff Cyr updated the Board that the new water main in Judd Avenue is going well and the Maintenance Crew has attached the new main to the North Main side of Judd Avenue. Jeff also noted that half of the new main has been pressure tested and disinfected. The service connections are being installed and the Crew is paving on Fridays to try and work their way out of the street and minimize dust from the trench.

DEFIBRILLATOR FOR
THE WATER DEPARTMENT
OFFICE:

Jeff Cyr noted that we will finally be receiving the defibrillator the Board had asked for 2 years ago, however we will have to pay for the defibrillator ourselves. Jeff noted that the cost of the defibrillator is \$1800 and Gene Os, who is a Fire Fighter/Paramedic in Fire District No. 1 will be holding a class to certify everyone in CPR and train how to use the device. The class will be held here at the Water Department on July 30th at 1:00 p.m. and will take about an hour or so. Jeff extended the invitation to the Board on July 30th.

NEWTON STREET
REPLACEMENT PROJECT:

Jeff Cyr remarked that he saw State Representative John Scibak and John Scibak were asking Jeff about the water department and new projects in the works. Jeff Cyr mentioned a big one that the Board has been tossing around for some time is replacing the water main on Newton Street (Rte. 116). Jeff mentioned to John Scibak that the approximate costs were around 2.2 million and asked if John could help in any way with securing funding if a possible overlay project were to happen on that street. John Scibak was interested and said he will do some research and see what he can do to possibly help with state funding.

MOTION TO ADJOURN:

David T. Daly made a motion to adjourn, which was seconded by William L. Schenker. Motion carried

ADJOURNMENT:

Meeting adjourned at 7:08 p.m.

BOARD OF WATER COMMISSIONERS

William L. Schenker, Clerk