

BOARD OF WATER COMMISSIONERS  
REGULAR MEETING OF JANUARY 7, 2016

- REGULAR MEETING:** The regular meeting of the Board of Water Commissioners was held at the 438 Granby Road Office on Thursday, January 7, 2016. Chairman William L. Schenker called the meeting to order at 6:30 p.m.
- ATTENDANCE:**
- |                  |                     |
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| Chairman         | William L. Schenker |
| Clerk            | David T. Daly       |
| Associate Member | John A. Mikuszewski |
| 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 December 9, 2015. This motion was seconded by David T. Daly. Motion Carried
- FY17 PRELIMINARY BUDGET DISCUSSION:** Jeff Cyr presented the Board with the Preliminary Budget for fiscal year 2016/2017. (See Note 1) The MWRA is projecting approximately 2% increase in water purchase. Jeff Cyr is proposing only \$1,000 increase in Operations. Jeff spoke to the Treasurer, Monica and retirement will be increasing 10% and Health insurance will be increasing 6%. Jeff is proposing funding the Critical Infrastructure Stabilization \$40,000 and putting \$10,000 into the OPEB Trust Fund. The OPEB Trust Fund has to be fully funded by 2038 to offset future and current retirees. Jeff noted the overall budget is a barebones budget and is 2% less than last fiscal year.
- MISCELLANEOUS BILLING INCREASE APPROVAL:** Jeff Cyr informed the Board that the Maintenance Crew has been doing a lot of miscellaneous work that has brought in extra money for the Department. Jeff explained that some of our charges are just above what we pay for supplies and is proposing an increase on a few items. After a brief discussion, David T. Daly made a motion to increase the highlighted Miscellaneous charges (See Note 2), which was seconded by John A. Mikuszewski. Motion Carried
- PROJECTS DISCUSSION:** Jeff Cyr and the Board discussed several streets in the district that are potential for water main replacements. Because perform the work in house and C-909 is now used on most replacements the costs will be significantly less allowing more to be replaced.

WATER METER FAILURE DISCUSSION:	Jeff Cyr updated the Board that we are still finding rebuilt meters that are failing. Jeff met with Peter Prescott, President of Team EJP, who is the supplier of the meters we use. Mr. Prescott has asked Jeff to save all the failed meters so he can do his own research as to why the meters have stopped working. EJP is still replacing each failed meter with the new Sensus IPerl meter. The IPerl meter has a 20 year guarantee. Mr. Prescott has invited the Dept. to a Sensus Meter Seminar on January 27 <sup>th</sup> .
EMPLOYEE BENEFITS DISCUSSION:	Jeff Cyr informed the Board that the Treasurer, Monica Walton is now tracking the vacation and sick time used through our payroll company. We will still track our vacation and sick time in house for checks and balance purposes.
COPIER DISCUSSION:	Jeff Cyr and Jennifer presented to the Board the differences between leasing vs. buying an all in one copier. (See Note 3). After a brief discussion, John A. Mikuszewski spoke of his experience with a color copier and the great cost of the color cartridges. He suggested maybe a smaller color copier for the few times we do use color, and a larger copier for everyday use. We will research and report back to the Board our findings.
INSURANCE BIDDING UPDATE:	Jeff Cyr reported to the Board that Eileen Bresnahan of Bresnahan Insurance is putting together all the information for the request for proposal. Jeff has heard from Berry Insurance asking if they can come out to look at the property and buildings in February to provide a proper bid proposal.
MOTION TO ADJOURN:	John A. Mikuszewski made a motion to adjourn, which was seconded by David T. Daly. <div>Motion carried</div>
ADJOURNMENT:	Meeting adjourned at 7:17 p.m.

BOARD OF WATER COMMISSIONERS

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David T. Daly, Clerk