

BOARD OF WATER COMMISSIONERS
REGULAR MEETING OF JUNE 9, 2016

REGULAR MEETING: The regular meeting of the Board of Water Commissioners was held at the 438 Granby Road Office on Thursday, June 9, 2016. 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 April 28, 2016. This motion was seconded by William L. Schenker. Motion Carried

STEP INCREASE FOR
BRAD COUTURE: Jeff mentioned to the Board that Brad Couture is coming up for his year step raise in July. Jeff noted that he has been a great fit for the Department and a hard worker. After a brief discussion William L. Schenker made a motion to give Brad Couture a step raise. This motion was seconded by John A. Mikuszewski. Motion Carried

INSURANCE UPDATE: Jeff Cyr updated the Board that he received 3 quotes from Jubinville Insurance, Barry Insurance and our current carrier, Bresnahan Insurance. Jeff noted he met with Chris Pitridge of Barry Insurance on May 31, Cary Jubinville of Jubinville Insurance on June 3, and Eileen Bresnahan of Bresnahan Insurance on June 8 to discuss their final quote. Jeff presented the Board a comparison spreadsheet of the individual coverage limits each Agency felt we needed with a final price at the bottom (See note 1). Bresnahan quote was for \$42,165, Barry Insurance quote was for \$39,121 and Jubinville Insurance quote was for \$38,453. After much discussion the Board decided to go with Jubinville Insurance. William L. Schenker made a motion to accept the bid of \$38,453 from Jubinville Insurance Agency. This motion was seconded by John A. Mikuszewski. Motion Carried

WASHINGTON AVE.
WATER MAIN UPDATE: Jeff Cyr updated the Board that the Main is in on Washington Avenue and part of the trench is paved. Jeff noted they are having trouble passing the pressure test and suspect there is a leak. Jeff contacted Prowler Water and they have a transmitter that can float in the Main and will stop where the leak is. Jeff and Wayne will insert the device in the Main Friday and Al Banks will come Monday to help detect where the leak is. Once the leak is fixed they will continue with service connections. Jeff will keep the Board updated.

REQUEST FROM SOUTH HADLEY CULTURAL COUNCIL:	Jeff informed the Board that he received a letter from Denise Presley of Speaking of South Hadley (See Note 2), thanking Jeff for speaking on May 17 th to town residents about our water system, water consumption and how things work. Jeff noted that he also received a letter from Marion Canning of South Hadley Cultural Council inviting him to speak on October 11, 2016 to town residents about our water system (See Note 3). Jeff invited the Board to join him on October 11, 2016
PICK-UP TRUCK BID SCHEDULE:	Jeff informed the Board the ad for bid for the new Superintendents pick-up truck was advertised today. The bids are due Thursday, June 23, 2016. Jeff has not heard from any dealerships yet and may have to reach out to a few of them himself.
LEAD AND COPPER SAMPLES:	Jeff noted that our required 30 Residential Lead and Copper samples as well as Brighter Beginnings Daycare and Plains school were taken this week and have been dropped to Quabbin Labs. He will update the Board when the results come back.
BRITTANY ROAD WATER MAIN BREAK:	Jeff informed the Board that a water main break occurred on June 9 th at approximately 5:30 in the morning. Jeff noted that this street may be a street to be added for replacement in the future due to the amount of breaks that have occurred..
OFFICE COVERAGE:	Jeff informed the Board that the office has been running on a trial period of Jennifer Fernandes full time (8:00 – 3:30) and Kari Scytowski (11:30 – 3:30) since Phyllis LeDuc retired on April 1 st . The challenge has been when one is out or when it is busy the coverage doesn’t seem to be adequate. The Management feels as though possibly moving Kari to full time may eliminate the coverage issues. After a brief discussion, the Board feels as though this is a good move for office coverage and would approve offering full time to Kari.
MOTION TO ADJOURN:	William L. Schenker made a motion to adjourn, which was seconded by John A. Mikuszewski Motion carried
ADJOURNMENT:	Meeting adjourned at 7:28 p.m.

BOARD OF WATER COMMISSIONERS

John A. Mikuszewski, Clerk