

BOARD OF WATER COMMISSIONERS  
REGULAR MEETING OF JUNE 30, 2016

- REGULAR MEETING: The regular meeting of the Board of Water Commissioners was held at the 438 Granby Road Office on Thursday, June 30, 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      |
| Treasurer        | Monica Walton       |
| Billing Clerk    | Kari Scytowski      |
- APPROVAL OF WARRANTS: The weekly warrants were signed by all Board Members.
- APPROVAL OF MINUTES: William L. Schenker made a motion to approve the minutes of June 9, 2016. This motion was seconded by John A. Mikuszewski. Motion Carried
- PICK-UP TRUCK BID RESULTS AND AWARD: Jeff Cyr reported to the Board that he received 2 bids for the new Superintendent Pick-Up Truck. Liberty Chevrolet in Wakefield, Ma in the amount of \$26,339 and Stoneham Ford in Stoneham, MA in the amount of \$23,187 including the trade in. After a brief discussion, William L. Schenker made a motion to accept the bid from Stoneham Ford for \$23,187. This motion was seconded by John A. Mikuszewski. Motion Carried  
Jeff noted that delivery on the new truck would be 8 – 10 weeks.
- WASHINGTON AVE. WATER MAIN UPDATE: Jeff Cyr reported to the Board that the leak was found on Washington Avenue. It was a mechanical joint near Newton Street, the South Hadley Police found a sinkhole. Jeff noted that all 25 services have been tapped on Washington and Broad Street. Initially the Maintenance Crew was going to tap the services on Thursday, but a water main break on corner of Broad and Washington happened on Wednesday, so they tapped the services then so customers would not be without water for an additional day. Two of the three hydrants have been installed and the crew should be complete and paved within a week or so.
- OFFICE STAFF: Jeff Cyr updated the Board on offering Kari full time hours to accommodate the coverage needed for the office. Monica Walton, Treasurer asked Jeff if we could allow Kari to work at her current hours until Labor day, to give her enough time to find a replacement for Kari. Monica then asked the Board if they would consider after Labor Day having Kari work 30 hours here and 10 hours with her, as she considers Kari an asset and feels finding a replacement and training would be difficult. John A. Mikuszewski stated that the office staff has tried to work with Jennifer, full time and Kari part time and felt as though Kari was needed to be bumped up to full time to accommodate the needs of the office. After considerable consideration of all parties involved, the decision was made to have

Kari work at the Water Department 29 hours (Mon. ,Tues., Wed. 8:-3:30; Thurs. and Fri. 11:30 – 3:30) and 11 hours at the Treasurers starting next Tuesday, July 5, 2016 till Labor day. At that time a revisit of all parties will be held to discuss how the coverage/hours are working for all. The Board agreed to a \$2/hour pay raise for Kari effective July 4, 2016. William L. Schenker made a motion to give Kari Scytowski a pay raise from \$23.05/hr to \$25.05/hr effective the week of July 4, 2016. This motion was seconded by John A. Mikuszewski.  
Motion Carried

**BOOSTER PUMP IN  
LUDLOW, MA:**

Jeff Cyr informed the Board that there has been significant problem with water pressure. The Booster pump motor in Ludlow does not run, therefore we are unable to boost water to the district during this dry period. Jeff called the company the motor was purchased and they did not get back to him in a reasonable time. Jeff contacted Industrial Technical Services and they came out to run some tests on the motor. A motor surge test was done and it passed. It was determined that the variable frequency drive and control board is bad. However, there are no parts available anymore for the pump. It is predicted that a new drive for the pump would cost anywhere from \$5000 - \$10,000. Jeff was able to open a clay valve to gain an additional 150 gal. per minute till the Booster pump is fixed. Jeff will most likely hear from Associated Electro- Mechanics next week on what the options to fixing the pump are. Jeff will keep the Board updated as things progress.

**POWER OUTAGE IN  
AT LUDLOW FACILITY:**

Jeff informed the Board that on Tuesday, June 28<sup>th</sup> there was a power outage as a result of a fuse failing on one of the three phase power we have. One of the analyzers failed from the outage and needed replacement. The cost of the device is about \$1800.

**MOTION TO ADJOURN:**

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

**ADJOURNMENT:**

Meeting adjourned at 7:38 p.m.

**BOARD OF WATER COMMISSIONERS**

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John A. Mikuszewski, Clerk