

BOARD OF WATER COMMISSIONERS
REGULAR MEETING OF AUGUST 3, 2017

- REGULAR MEETING: The regular meeting of the Board of Water Commissioners was held at the Water Department Office @ 438 Granby Road on Thursday, August 3, 2017.
- ATTENDANCE:
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| 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: William L. Schenker made a motion to approve the minutes of June 22, 2017. This motion was seconded by David T. Daly. Motion Carried
- TIMBER HARVESTING ACCOUNT: Jeff presented the board with the Monthly Analysis for signature and inquired about the status of the timber harvesting account. According to our records the account still exists. Monica Walton informed Jeff that account was closed a few years ago. The Board would like clarification on what happened to the funds. Jeff has made the request with Monica and is waiting for a response.
- ENGAGEMENT LETTER FROM BURNS LEVINSON: Jeffrey Cyr presented the Board with an engagement letter from Mathew Gray Feher, Counsel for Burns Levinson regarding legal service for the 0% borrowing form the Massachusetts Water Resource Authority. The Borrowing will be funding the Newton St. Water Main project. After a brief discussion, David T. Daly made a motion to accept the terms of the letter. This motion was seconded by William L. Schenker. Motion Carried. John A Mikuszewski, Chair signed the letter, which will be mailed back to Mathew. Jeff will keep the Board updated on the progress of services.
- NEWTON ST. WATERMAIN UPDATE: Jeff informed the Board that Tighe and Bond came out on July 19th for a walkthrough with Jeff to finalize a few missing tie cards and to take a look at the outfall form both ponds located along Newton St. They are waiting for a permit form Mass DOT to perform soil borings along the project limits. One missing component is the actual location of the sewer and invert elevations. Jeff spoke with Jim Reidy regarding having DPW staff open manholes and measuring invert elevations in order to determine the depth of the new water main. Jeff forwarded the preliminary plans for mark up and will hopefully get them back soon in order to incorporate the information on the plans. Jeff will keep the Board updated.

MWRA LOAN ASSISTANCE
PROGRAM:

Jeff informed the Board that the MWRA recently increased our amount for water main rehabilitation from \$1,538,000.00 to \$2,038,000.00 and extended the program through FY22 (See Note1). As part of the Newton St. project, we will need a special meeting to approve the borrowing and Jeff recommended we incorporate the entire amount in the article in case we exercise the option to include the add alternates on the project.

REVENUE DISCUSSION
FOR FIRST QUARTER FY18:

Jeff informed the Board that our first Quarter revenues for FY18 came in at \$458,163.31 or approximately 25% of our budget. Jeff was hoping for a better number considering our recent increases. However, the weather pattern this spring was unfavorable for selling water. Jeff is hoping the remaining quarters are better. In addition, Jeff informed the Board our consumption for the month of July was down 13 million gallons from last year.

LETTER TO MWRA
REGARDING CONTRACT FOR
CONTINUATION OF SUPPLY:

Jeff informed the Board that he received an letter from Pamela Heidel, Policy and planning Manager for MWRA regarding renewing our 10- year contract (See note 2). Jeff sent a letter (See note3) back to Pam requesting continuation of service inclusive of our allowed 3.8 million gallons per day. In addition, Jeff requested that language be included if the Districts' were to combine within the next ten year contract. Jeff and the Board are willing to meet in person on the new contract if needed. Jeff will keep the Board updated.

WATER MAIN LEAK
DETECTION BY PROWLER
WATER:

Jeff informed the Board that Prowler Water has been performing leak detection on ½ of the distribution system and the 16" pipeline from Ludlow since the week of July 25th. To date, they have found a leak on the 16" main on New Ludlow Road at Morgan St. Jeff believes the leak could be on the hydrant tee or a service in that area. Jeff plans on addressing the leak within the next few weeks and will keep the Board updated.

CAMDEN ST WATER MAIN
PROJECT BETWEEN LAWN
AND VIVIANNI ST.

Jeff informed the Board that the Camden St. water main project will be completed on Friday of this week. Total project will be around \$10,000.00.

TWO-YEAR ANNIVERSARY
INSPECTION OF THE
INTERIOR OF THE ALVORD
ST WATER TANK:

Jeff has been in contact with Joe Harris from Infrastructure Technologies Inc. regarding scheduling the two-year anniversary inspection of the interior of the

Alvord St. Water tank. Joe needs to get in touch with the Contractor, Ray Koren to get his availability. Joe recommends performing the inspection after the high summer demand period to eliminate taking the tank off line for the inspection. Jeff will keep the Board updated.

ADJOURNMENT:

Meeting adjourned at 7:10 p.m.

BOARD OF WATER COMMISSIONERS

William L. Schenker, Clerk