

BOARD OF WATER COMMISSIONERS
REGULAR MEETING OF DECEMBER 12, 2017

REGULAR MEETING: The regular meeting of the Board of Water Commissioners was held at the 438 Granby Road Office on Tuesday, December 12, 2017. 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 November 16, 2017. This motion was seconded by William L. Schenker. Motion Carried

NEWTON ST. WATER MAIN UPDATE:

Jeff Cyr updated the Board that we have the permits from Mass D.O.T. to start the new water main project. The only potential glitch is Mass D.O.T. is now requiring the old cast iron pipe to be filled with either concrete or sand. The old pipe is so turberculated and uneven that it will be difficult to fill. Jeff spoke with Tony Da Cruz from Tighe and Bond he has never had a water main project requiring the old pipe to be filled from Mass DOT. Jeff presented the bid schedule to the Board (See Note 1) for the project. The project bid will be advertised beginning of January 2018 and Pre-bid meeting will be January 24, 2018 with project starting in April and completed in August 2018. Jeff informed the Board that the MWRA financial documents have been signed and the Mass Municipal Depository Trust (MMDT) account has been set up waiting for the transfer of funds. Jeff will keep the Board updated as things progress.

2 YR. WARRANTY INSPECTION RESULTS FOR ALVORD ST. TANK:

Jeff Cyr informed the Board the 2 year interior inspection of the Alvord Street Tank has been completed by Joe Harris of I.T.I. The inspection was completed on November 1st by Joe with a R.O.V. (remote operated underwater vehicle). Jeff presented the Board with the video that was done. The inspection went well and the inside of the tank looks great. William Schenker inquired how long the interior coating would last and Jeff responded saying it should hold up for 30+ years. We will do another inspection in about 5 years. William L. Schenker made a motion to pay I.T.I. \$3000.00 for the interior inspection of Alvord Street tank. This motion was seconded by David T. Daly. Motion Carried

W-4 TRANSMISSION FAILURE:

Jeff Cyr informed the Board the transmission on the 2012 W-4 utility truck was a total failure at 35,000 miles. Fortunately the transmission was under warranty (50,000 miles) and Marcott Ford replaced the transmission. Jeff is hopeful the new transmission will hold up better long term.

VERIZON LEASE AGREEMENT

REVISION DISCUSSION:

Jeff updated the Board that the lease agreements were re-negotiated by Kamal Jani of Accenture who is working for Verizon. The Alvord Street tank monthly amount will change from \$2645/month to \$2650/month, and the term will decrease from a 15% increase to a 5% increase every 5 years. The Industrial Drive tank monthly amount will change from \$3061.30/month to \$2650/month, and the term will decrease from a 10% increase to a 3% increase every 5 years. These changes will take effect January 1, 2018. Jeff had our Attorney Mark Beauregard review these agreements and he approved them and agreed the rent reduction is better than losing the contract revenue entirely.

FORUM IN DEVENS

MASS:

Jeff informed the Board he attended a Mass Water Works forum in Devens, Massachusetts on December 7, 2017. Jeff noted the forum was very informative and talked about how the water industry will change a lot in the next 10 years due to a large number of retirements and lack of interest coming into the trade. The License requirements, on call requirements and low pay were discussed as deterrents for someone taking an interest in the water industry. Mass Water Works, New England Water Works and American Water Works are reaching out to Vocational Schools, construction workers, etc. to try and attract future operators. Jeff noted that the conversations were very interesting and said in the future it is going to be tough to find water operators.

FY19 BUDGET

DISCUSSION:

Jeff Cyr spoke to the Board briefly about the upcoming FY19 budget and stated he will most likely be using a large portion of our surplus to fund the next budget. Jeff informed the Board that retirement went up \$8000, and our water payment to the MWRA is estimated to increase 2%. Jeff also reminded the Board in November 2018 we will need to make our first payment on our loan for the Newton Street water main replacement project upon successful bidding and contract award.

SO. HADLEY MIDDLE SCHOOL

PLAYGROUND PROJECT:

Jeff Cyr updated the Board that the Maintenance Crew has been working on the community build for the new playground at the Michael E. Smith middle school. Jeff noted that the project is almost complete.

ONLINE AND CREDIT

CARD PAYMENTS:

Jeff Cyr apprised the Board that he was at District 2 water and noticed they have a system in place where customers can pay their bills online and by Credit Card through their website. Continental Billing Solutions Inc. (CUSI) has a module to address the on-line and Credit Card payment options for customers. All fees associated with their payments go to the facilitator. The systems are free to the water department and the fees go directly to the facilitators and the payments are directly routed to the bank. Office Manager Jennifer Fernandes will visit District 2 and Monica Walton, District Treasurer to see how the systems work.

MOTION TO ADJOURN:

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

ADJOURNMENT:

Meeting adjourned at 7:17 p.m.

BOARD OF WATER COMMISSIONERS

William L. Schenker, Clerk