

BOARD OF WATER COMMISSIONERS
REGULAR MEETING OF FEBRUARY 22, 2022

REGULAR MEETING: The regular meeting of the Board of Water Commissioners was held at the 438 Granby Road on Tuesday, February 22, 2022. Chairman William L. Schenker called the meeting to order at 5:00 p.m.

ATTENDANCE:	Chairman	William L. Schenker
	Clerk	Brian S. McClafin
	Associate Member	R. Scott Williams
	Superintendent	Jeffrey A. Cyr
	Office Manager	Jennifer Fernandes
	Foreman	Jeffrey Levreault
	Maintenance Worker	Sam Bernash
	Prudential Member	Bruce Perron

APPROVAL OF MINUTES: Brian S. McClafin made a motion to approve the minutes of January 27, 2022. This motion was seconded by R. Scott Williams. Motion Carried

FY 23 BUDGET: Jeff presented the Board with a revised preliminary budget for fiscal year 2022/2023 (See Note 1). Jeff said that we now have our surplus number from the Treasurer and it is \$1,265,325.06. Scott Williams said that the surplus figure seems high and asked what it has been in the past years. Jeff responded that it is a bit higher this year due to our collections being so good and with Covid there were more people home paying their bills. Our water rate from MWRA will only increase 2.5% so the budget will be \$820,000 for water purchase. The Health Insurance will stay the same as there is no cost increase for the next fiscal year. The retirement figure is \$ 164,347 a 7% increase. The Treasurers is asking for a 4% increase so her salary portion will increase to \$17,286.00. We will need a dam inspection next year so we'll add \$3000 to the Leaping Wells Water Shed account. The new utility truck account for W2 will get updated to \$70,000 to cover all accessories and purchase of the truck. Scott asked if we are limited to a truck brand and Jeff responded that we are not as long as our specs are met. Jeff said they may be able to go with a regular truck with tool boxes on it instead of a ¾-ton truck with a utility bed. This will be a savings and it is not necessary for a utility bed. OPEB will get \$50,000 for the next fiscal year. Brian McClafin asked what we are required to have in our OPEB account and Jeff responded that we are required 2.1 million and the District as a whole is 7.49 million. Bill Schenker said he would like to increase the Critical Infrastructure to \$50,000, he said he would like to plan for the future and knows someday it will be needed to fix a major infrastructure. After a brief discussion, the Board agreed to increase the Critical Infrastructure by \$20,000. Scott Williams made a motion to increase the Critical Infrastructure to \$40,000 for the next fiscal year budget. This motion was seconded by Brian McClafin. Motion Carried

Brian McClafin said he would like to give the Water Department employees a raise and Scott Williams stated that he thought because they gave a raise last year, they decided not to give one this year. Scott said he is concerned about giving raises as most people during Covid did not get a raise and he doesn't want to contemplate a rate increase and give employees a raise. Brian McClafin said he

agrees with the rate increase and employee raise, but feels that the team does a great job and saves the District a lot of money by doing a lot of the jobs and extras themselves and thinks they should get something. Scott asked Jeff Cyr if he could see wages from other communities and Jeff responded that he has a few that were done by Mass Water Works but several communities do not participate in the survey. Bill Schenker said he wants the Department to be up to date with similar communities. After a discussion about wage increases for employees, the Board decided to table until the next meeting and Jeff will get the survey for Scott Williams done by Mass Water Works.

UPDATE ON GRANBY
WATER PROJECT:

Jeff Cyr said he spoke to Granby Town Administrator, Chris Martin and he said they have a Town meeting tonight. Jeff spoke with the MWRA and they are okay with giving Granby our water as long as it doesn't exceed 100,00 gallons a day and Chicopee and Wilbraham communities are in agreement and do not require an entrance fee. Jeff will update the Board at the next meeting after hearing back from Granby Administrator.

CHLORINE LEAK AT BRUTSCH

WATER TREATMENT FACILITY: Jeff Cyr informed the Board that there was an emergency on Saturday, there was Chlorine leak at the Brutsch Water Treatment facility in Ware, Ma. Jeff received an email and a phone call from Betsy Reilley, who is the Director of Environmental quality at the MWRA that the Brutsch Treatment facility didn't chlorinate for 2.5 hours. Originally Betsy thought that we would have to do samples every few hours, but Jeff suggested we just turn off our valve in Ludlow and have the residents just feed from our water tanks. The MWRA and EPA agreed with that idea and samples were not needed. Jeff is able to provide the MWRA with residual results during the time this emergency was happening. The leak was fixed and the Ludlow facility was back on in a few hours.

W-3 TRUCK REPAIRS:

Jeff Cyr notified the Board that W-3 truck needed major repairs at about \$5900. Originally the repairs were estimated at \$7200, but the Maintenance Crew was able to replace the brakes themselves on the truck and save the Department some money.

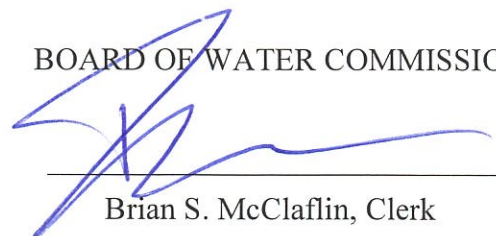
MOTION TO ADJOURN:

Brian S. McClaflin made a motion to adjourn, which was seconded by R. Scott Williams. Motion carried

ADJOURNMENT:

Meeting adjourned at 5:29 p.m.

BOARD OF WATER COMMISSIONERS



Brian S. McClaflin, Clerk

Water Department - Fire District No.1

	As of January				
	Expended FY19	Expended FY20	Expended FY21	Current balances FY22	Proposed FY22/23 Budget
Wages	\$ 537,824.59	\$ 482,390.42	\$ 495,980.56	\$ 318,440.77	\$ 625,647.00
Maint. And Operations					
Office Expense	\$ 31,820.03	\$ 30,518.63	\$ 32,546.18	\$ 21,385.93	\$ 43,000.00
Communication	\$ 5,024.99	\$ 5,619.09	\$ 4,784.13	\$ 8,961.89	\$ 12,000.00
Insurance	\$ 39,884.00	\$ 41,856.00	\$ 42,407.00	\$ 7,793.00	\$ 40,000.00
Materials	\$ 52,091.49	\$ 33,693.32	\$ 41,355.19	\$ 52,235.09	\$ 80,000.00
Vehicle Expense	\$ 21,380.43	\$ 21,399.99	\$ 24,239.09	\$ 5,969.62	\$ 26,000.00
Heat + Light	\$ 11,559.46	\$ 10,253.74	\$ 10,195.88	\$ 12,117.52	\$ 17,000.00
Water Purchase	\$ 710,359.00	\$ 723,584.00	\$ 766,608.00	\$ 205,073.75	\$ 820,000.00
Water Purification and pumping	\$ 32,555.86	\$ 27,603.18	\$ 33,195.21	\$ 58,058.15	\$ 62,000.00
Miscellaneous	\$ 38,707.13	\$ 22,537.72	\$ 41,589.44	\$ 32,613.64	\$ 45,000.00
Corrosion Control	\$ 19,666.00	\$ 24,709.00	\$ 25,571.70	\$ 26,148.00	\$ 40,000.00
Total	\$ 963,048.39	\$ 941,774.67	\$ 1,022,491.82	\$ 430,356.59	\$ 1,185,000.00
Other Expenses					
Retirement	\$ 138,819.75	\$ 149,162.16	\$ 142,357.00	\$ 152,361.00	\$ 164,347.00
Health, Dental,Life	\$ 201,878.56	\$ 186,109.35	\$ 145,227.65	\$ 111,957.73	\$ 240,000.00
Treasurer's Salary	\$ 16,271.00	\$ 18,072.90	\$ 16,546.00	\$ 8,153.80	\$ 16,954.00
Reserve Fund	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00
Amortization of Debt Ludlow Facility	\$ 55,934.17	\$ 57,063.45	\$ 58,217.00	\$ -	\$ 60,593.00
Amortization of Debt Newton St.	\$ 203,800.00	\$ 203,800.00	\$ 203,000.00	\$ -	\$ 203,800.00
Travel Expense	\$ -	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00
Audit Expense	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
Interest on Debt	\$ 9,049.10	\$ 7,833.00	\$ 6,767.00	\$ 2,498.15	\$ 4,391.00
Compensation Acct.	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00
Loan Fees	\$ 678.69	\$ 593.94	\$ 508.00	\$ 187.36	\$ 330.00
Total	\$ 629,931.27	\$ 626,134.80	\$ 576,122.65	\$ 296,658.04	\$ 711,915.00
Capital Expenses					
Computer Equipmt. And Software	\$ 750.00	\$ 1,024.99	\$ 9,587.73	\$ 6,740.73	\$ -
Gate house Account	\$ -	\$ -	\$ 337.41	\$ 337.41	\$ -
Maps Water system	\$ -	\$ -	\$ 4,349.23	\$ 2,349.23	\$ -
Meter Replacement Acct.	\$ 11,327.09	\$ 5,958.16	\$ 3,478.35	\$ 6,871.06	\$ 10,000.00
Replacement & Installation of New Mains	\$ 45,880.92	\$ 7,601.16	\$ 131,432.75	\$ 124,232.75	\$ -
Shop Repair and Improvements	\$ 9,550.00	\$ 129.87	\$ 2,414.66	\$ 2,248.60	\$ -
Computer Meter Reading and Equipmt. Account	\$ 33,600.00	\$ 1,062.00	\$ 3,712.51	\$ 3,712.51	\$ -
Water Tank Upkeep and Repair	\$ 4,882.41	\$ 7,990.00	\$ 1,742.86	\$ 5,766.48	\$ 15,000.00
Watermain Leak Detection	\$ 4,847.00	\$ 4,200.00	\$ 3,590.00	\$ 4,490.00	\$ 5,000.00
SCADA System Equipmt.& Maintenance account	\$ 2,139.83	\$ -	\$ 4,856.14	\$ 11,318.76	\$ 8,000.00
Leaping Wells Watershed Acct.	\$ 6,100.00	\$ -	\$ 2,394.18	\$ 5,394.18	\$ 3,000.00
Water Tank Painting Account	\$ -	\$ -	\$ 2,494.17	\$ 2,494.17	\$ -
Newton St. Water Main Improvement Account	\$ 369,520.91	\$ 128,385.96	\$ 219,455.78	\$ 179,434.69	\$ -
New Backhoe Account	\$ -	\$ 98,340.20	\$ 11,210.67	\$ 11,210.67	\$ -
New Utility Truck	\$ -	\$ -	\$ -	\$ -	\$ 70,000.00
OPEB Trust Fund	\$ -	\$ -	\$ -	\$ 262,455.36	\$ 50,000.00
Critical Infrastructure Stabilization	\$ -	\$ -	\$ -	\$ 123,483.20	\$ 40,000.00
Water Tank Stabilization	\$ -	\$ -	\$ -	\$ 711,073.08	\$ 100,000.00
Total	\$ 488,598.16	\$ 254,692.34	\$ -	\$ -	\$ 301,000.00
Total Budget					\$ 2,823,562.00
Funding Sources					
Water Rents	\$ 1,831,322.00	\$ 1,854,996.00	\$ 1,851,185.00	\$ 1,900,170.64	\$ 1,903,822.00
Funds from Surplus	\$ -	\$ -	\$ -	\$ -	\$ 919,740.00
Funds from Stabilization Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Total Budget	\$ 2,657,955.00	\$ 2,673,396.00	\$ 2,671,342.00	\$ 2,707,331.22	\$ 2,823,562.00

Raise		1%	2%	2.50%	3%	3.50%	4%
Total Wages according to Aggregate Salaries FY22	\$ 487,000.00	\$ 487,000.00	\$ 497,400.00	\$ 509,175.00	\$ 521,610.00	\$ 534,845.00	#####

We turned back approx \$129,000.00 in wages in FY22