

Minutes of the Water Department
February 20, 2014

Convened: 6:00 p.m.

Adjourned: 6:55 p.m.

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Present: F. DeToma, D. Russell, K. Bedard, M. Aiken and J. Carbin-Bryan, also in attendance: S. Selkirk, R. Lak, R. Constant and D. Keefe.

Minutes of December 11, 2013:

F. DeToma asked for a motion to accept the minutes of January 9, 2014.

K. Bedard motioned to accept the minutes of January 9, 2014.

D. Russell seconded. The motion passed unanimously.

Warrants, Balances, Charts & Overdue Bills:

F. DeToma asked for a motion to accept the bills.

D. Russell motioned to pay all bills if found to be correct. K. Bedard seconded.

The total amount of all Warrants is \$ 55,060.58. The motion passed unanimously.

Previously signed:

Payroll 29	\$5,292.36
OT 29	\$ 165.96
Payroll 30	\$ 5292.36
OT 30	\$ 165.96
Treas. #7	\$ 5608.65

Currently signed:

WD Warrant 8	\$ 16,235.68
Payroll 31	\$ 5292.36
OT 31	\$ 290.43
Payroll 32	\$ 5292.36
OT 32	\$ 165.96
Payroll 33	\$ 5292.36
Payroll 34	\$ 5292.36
OT 34	\$ 124.47

The department is not meeting its estimated sales revenue. Funds are below prediction (5 year average).

Water Main Breaks:

There were two water main breaks; the first on Sycamore Knolls and the second on Park Street. Both were repaired. MHC also had a break. M. Aiken submitted two letters to the Commissioners for approval. The first letter to Mount Holyoke College, thanking them for their recent help with assistance to our department during the recent water main break including a special thank you to their plumbing staff for all of their hard work. The second letter to Marion's Excavation for their outstanding service no matter what time of the day we need them. The letters were approved and signed.

EPA Water Samples:

The department was chosen by the EPA as one of their communities to do a study on contaminants. We will receive the information they have gathered.

Surplus Scrap Metal:

The employees gathered surplus metals (old lead and brass) and went out to bid.. Willimansett Waste won the bid and received our scrap metals. The department received a little over \$1,300.00 in return.

E-Mailers:

The Commissioners have again agreed on placing the E Waste mailers in our billing for the High School music department.

D. Russell moved to allow inserts in our billing for the High School music department.

F. DeToma seconded. Motion passed unanimously.

Storage Tank Maintenance Program:

M. Aiken met with the representative from Utilities Services in regard to care and maintenance of our water tanks. M. Aiken informed the Water Commissioners that the cost of their maintenance agreement was costly.

Ferry Street Condos:

A proposal for 31 condominiums to be built on Ferry Street will be brought up for a vote. There are no issues with the water department on the building of the units. The project should be completed within 5 to 6 years.

Dry Brook Hill Proposed Housing Development:

Single family homes have been discussed for this area. The location is in zone 2 of our water shed area.

2014/2015 Budget:

Meeting set for March 6, at 5:15 p.m. , At 6:00 p.m. the Prudential Committee and Water Commissioners will meet to discuss the upcoming job position of the Clerk/Treasurer.

Other Business:

- Mark, Todd and, Tyler will be attending a class in Worcester on the 25 of February (on pumps, motors and hydrants, etc.).
- F. DeToma let the Treasurer know that his end of year draft is almost complete.
- There will be a meeting at the station on plastic piping (EJP rep.) on the 27 of February. District #1 and the Mount Holyoke College were invited.
- Water truck has been overhauled by our department.

The next regular meeting of the Water Department will be held on March 13, 2014 at 6:00 p.m.

Respectfully submitted,

Joanne Carbin-Bryan
Administrative Assistant