



## BOARD OF WATER COMMISSIONERS

Fire District No. 2  
20 Woodbridge Street • South Hadley, MA 01075  
Tel: (413) 532-9210 • Fax: (413) 534-5949

### Minutes of the Water Commissioners September 22, 2022

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Convened: 5:30 p.m.

Adjourned: 6:22 p.m.

Present: F. DeToma, K. Bedard, D. Luis, M. Aiken, T. Cauley and J. Carbin Bryan.  
Also in Attendance: M. O'Meara, J. DeToma

#### Minutes of August 18 and September 12, 2022:

D Luis moved to accept the Minutes of August 18 and September 12, 2022.  
K. Bedard motioned to accept the minutes of August 18 and September 12, 2022 as amended.  
F. DeToma seconded. The motion passed unanimously

#### Warrants, Balances, Charts & Overdue Bills:

F. DeToma moved to accept the monthly warrant.  
K. Bedard motioned to pay all bills if found to be correct.  
D. Luis seconded. Motion passed unanimously.  
The total amount of all Warrants is \$66,011.21. The motion passed unanimously

WC3E	\$3,372.89
PRwk8	\$7,361.72
OTwk8	\$324.32
PRwk9	\$7,361.72
OTwk9	\$373.24
PRwk10	\$7,361.72
OTwk10	\$91.52
PRwk11	\$7,361.72
OTwk11	\$327.48
PRwk12	\$7,361.72
OTwk12	\$157.21
APO9/21/22	\$11,670.47
APPRIMAUG	\$176.41
APPRIMEXP	\$48.61
APO8/31/22	\$5,486.71
APO9/7/22	\$273.94
APO8/25/22	\$6,899.81

#### Covid 19:

No new information.

**SCADA Contract:**

We received back two (2) bids out of the 3 for the SCADA update. The lowest bid was ITS at 24,350.00.

F. DeToma moved to accept ITS bid.

K. Bedard motioned to accept ITS contract to install the new hardware for the SCADA system.

D. Luis seconded. The motion passed unanimously.

**48 Amherst Road:**

No new information to discuss.

**Job Postings:**

M. Aiken and T. Cauley spoke on the laborer's position. We will be posting the advertisement for the entry level position as soon as possible. The last day for applications will be October 14, 2022 with interviews in mid-November. The position will start at \$20.25, level one.

**Elmer Brook Property:**

Article 97 is still being researched by counsel. There has been nothing found in the deeds that the lot was allocated for conservation. M. O'Meara has concerns regarding a utility easement (to maintain pipe) on her property that is no longer necessary. She would like to have the easement removed. When the easement to the property was written it stated that the easement would last indefinitely. After some discussion F. DeToma moved to relinquish the water utility easement.

D. Luis motioned to retain Attorney O'Toole to relinquish the water utility easement.

K. Bedard seconded. Motion passed unanimously.

**Policy and Procedures Handbook:**

The Commissioners were handed the Policy and Procedures Handbook for the water department and are tasked to review it. It was suggested that we investigate what other Districts/Towns have for policies.

At our next meeting the Commissioners will discuss sections 1 thru 4.

**Other Business:**

- M. Aiken has spoken with A. Capra, who has informed him that the Town voted to move forward with the Isotope study and voted yes on paying half the cost of the study (\$10,000).
- A discussion on the Chicopee Concrete property (Dry Brook Well area) and the decommissioning of the abandoned wells was had.

F. DeToma moved to retain Attorney O'Toole to compose a letter/statement for the district or the districts designated personal to access Jay Ouellette's (Chicopee Concrete) property for the decommission of wells.

K. Bedard motioned to retain Attorney O'Toole to compose a letter for the district, or the districts designated personal to access Jay Ouellette's (Chicopee Concrete) property for the decommission of wells. D. Luis seconded. Motion passed unanimously.

- Web Site: M. Aiken will be speaking with district employees to help upgrade the site.
- Hydrant flushing will begin next week. Notice was put in the Town Reminder and on our web site, and board out front of the station.

The next meeting of the Water Commissioners will be held on Tuesday, October 18, 2022 at 5:30 P.M.

Respectfully submitted,

Joanne Carbin-Bryan  
Administrative Assistant