



BOARD OF WATER COMMISSIONERS

Fire District No. 2
20 Woodbridge Street • South Hadley, MA 01075
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Minutes of the Water Commissioners
October 18, 2022

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Convened: 5:35 p.m.

Adjourned: 5:55 p.m.

Meeting with Prudential Committee

Present: F. DeToma, K. Bedard, D. Luis, M. Aiken, T. Cauley, K. LeBlanc, J. Moriarty, and J. Carbin Bryan
Also in attendance: J. DeToma, L. Young, MB O'Meara, T. Mastorakis and R. Moore

Elmer Brook Property:

L. Young was called on. Ms. Young stated that she had volunteers who would clean the slash off of the Trail of Screams area for the Boy Scouts. Two of the volunteers have machinery to clean out the area. MB O'Meara asked if this was just for the trails that the Boy Scouts use for their fund raiser. L. Young stated it was only for the Boy Scouts. They are just looking for permission to clean the trails.

J. Moriarty questioned who would be liable if any of the volunteers on our property got injured.

M. Aiken stated that the reason the Boy Scouts were able to use the property is they have insurance through the Scouts which covers them for liability. K. LeBlanc suggested that the volunteers sign a waiver of liability. Council would need to be contacted regarding a waiver. J. Moriarty asked which trails would be cleared. M. Aiken stated the two trails on the right side past the gate would be the area cleared.

T. Cauley: It is a small loop that the Boy Scouts use, and asked that the Scouts flag the trail. T. Cauley cautioned, once the Boy Scouts trail is cleared, people will come and expect to use the old trails again. The other trails that are now impassable were put there by the residents, these will not be cleared.

M. Aiken suggested that the Water Department do the necessary clean-up for the Boy Scouts trail and clear a fire road. He also suggested that the Boy Scouts representative come in as they have been, and ask if the area will be available for their yearly fund raiser. F. DeToma is comfortable with the department doing this.

Both Boards agreed.

The Water Commissioners left the Prudential Meeting at 5:54 P.M.

Convened: 5:58 P.M.

Adjourned: 6:55 P.M.

Present: F. DeToma, K. Bedard, D. Luis, M. Aiken, T. Cauley and J. Carbin Bryan.
Also in Attendance: J. DeToma, T. Mastorakis

Elmer Brook:

T. Mastorakis was recognized regarding the Boy Scouts. F. DeToma explained to her what was discussed with the Prudential Committee and the Water Department will be doing the clearing at the site.

T. Mastorakis was very appreciative of the decision.

T. Mastorakis left the meeting at 6:05 P.M.

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Minutes of September 1, 2022 and September 22, 2022:

K. Bedard moved to accept the Minutes of September 1, 2022 and September 22, 2022.

D. Luis motioned to accept the minutes of September 1, 2022 and September 22, 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.

F. DeToma seconded. Motion passed unanimously.

The total amount of all Warrants is \$55,705.44. The motion passed unanimously

Previously signed:

Currently signed:

WC4E	\$16,781.60
PRwk13	\$7,361.72
OTwk13	\$88.36
PRwk14	\$7,361.72
OTwk14	\$98.68
PRwk15	\$7,361.72
OTwk15	\$373.24
AP10/12/22	\$7,188.41
AP09/29/22	\$1,453.71
PRwk16	\$7,361.72
OTwk16	\$274.56

Joint Meeting with District #1 Water Commissioners:

F. DeToma opened with saying that it was a very informative meeting and then deferred to D. Luis to explain what the meeting was about. D. Luis opened with a suggestion of shared services. Some discussion was had as we already help each other out when needed. What D. Luis is suggesting is that there would be only one (1) Superintendent and the other employee/person would be moved to a different position such as foreman. D. Luis feels it will achieve growth in the department.

T. Cauley spoke up saying we are two very different systems, different water sources, meters, and valve openings for starters. He stated he felt completely blind-sided by what he was hearing and if he had known this was going to be discussed or considered a different discussion would have taken place at his interview for Superintendent (He was appointed).

K. Bedard stated either we merge or not, we can't piece meal. This has been taken to a vote several times and has fallen through. This is not Shared Services it is a takeover. D. Luis spoke up, that the discussions that we are having with District #1, involve the hiring of a Superintendent. The conversation then shifted to M. Aiken and his thoughts on what shared services meant; his idea would be ordering tools and equipment for both districts to save on expenses, and provide mutual aid which we already do. K. Bedard agreed that bulk buying makes sense. F. DeToma moved to continue the conversation with District #1.

D. Luis moved to have continued conversation with District #1 Water Commissioners.

K. Bedard seconded. The motion passed unanimously.

Water Supply Working Group:

This is in regards with the Town protection of the aquifer, F. DeToma and T. Cauley have agreed to be members of the group.

48 Amherst Road:

The house has been foreclosed and will be coming for auction. The owner is working with social services at this time.

Job Posting:

We received six (6) applications for the position. The start date will be December 5, 2022. T. Cauley will contact the candidates to arrange interviews for Monday the 24th of October beginning at 6:00 P.M.

Policy and Procedures Handbook Discussion:

Section 2.02: Job positions need to be re-written.

Section 1.60: Probation period, T. Cauley suggested that after a six (6)-month probation period a 40-hour (1 week) vacation time should be given. Also, three (3) days illness. D. Luis suggested that vacation time and sick time should be shortened to 1 (one) month after employment. T. Cauley will write a draft.

Section 2.5, section 3: Performance evaluations. Meeting with employees a year to discuss job concerns, ideas, etc.

Section 4.05: Review of comp time and explaining its usage. Employees may not go over 30 hours of comp.

The next sections to be reviewed will be Sections 5 through 8.

Other Business:

Back Flow testing will begin end of October 2022.

The next meeting of the Water Commissioners will be held on Tuesday the 8th of November at 5:30 P.M.

Respectfully submitted,

Joanne Carbin-Bryan
Administrative Assistant