

**CHERRY VALLEY SEWER DISTRICT
BOARD OF SEWER COMMISSIONERS' MEETING**

MEETING MINUTES

July 27, 2017

7:00 P.M.

- I. CALL TO ORDER - Chairman Manseau called the meeting to order at 7:08 with the following present:

Donald G. Manseau, Chairman	Victor M. Taylor, Commissioner
Michael L. DellaCava, Commissioner	Michael F. Knox, Superintendent
Carla Davis, Clerk	Greg Buteau, Not a CVSD customer

- II. APPROVAL OF MINUTES - Commissioner Taylor motioned to approve the minutes of May 4, 2017. Seconded by Commissioner DellaCava. All in favor. Approved.

III. FINANCE

- a. **Ratify Warrants of May 25, 2017** - Commissioner Taylor motioned to ratify the May 25, 2017 Warrant. Seconded by Commissioner DellaCava. All in favor. Approved.
- b. **Ratify Warrants of June 8, 2017** - Commissioner Taylor motioned to ratify the June 8, 2017 Warrant. Seconded by Commissioner DellaCava. All in favor. Approved.
- c. **Ratify Warrants of June 29, 2017** - Commissioner Taylor motioned to ratify the May 25, 2017 Warrant. Seconded by Commissioner DellaCava. All in favor. Approved.
- d. **Approve Warrants of July 13, 2017** - Commissioner Taylor motioned to approve the May 25, 2017 Warrant. Seconded by Commissioner DellaCava. All in favor. Approved.
- e. **Approve Warrants of July 27, 2017** - Commissioner Taylor motioned to approve the May 25, 2017 Warrant. Seconded by Commissioner DellaCava. All in favor. Approved.
- a. **Ratify May Bank Transfers** - Commissioner Taylor motioned to ratify the May 2017 Bank Transfers. Seconded by Commissioner DellaCava. All in favor. Approved.
- b. **Ratify June Bank Transfers** - Commissioner Taylor motioned to ratify the June 2017 Bank Transfers. Seconded by Commissioner DellaCava. All in favor. Approved.
- c. **Approve Budget Transfer # 2** - Commissioner Taylor motioned to approve Budget Transfer # 2. Seconded by Commissioner DellaCava. All in favor. Approved.
- d. **FY18 CD Transfer** - Commissioner Taylor motioned to approve the FY18 CD Transfer. Seconded by Commissioner DellaCava. All in favor. Approved.

IV. ADMINISTRATION

- A. **106 Sargent St Request** – John Dolen was present to act of the behalf of his mother-in-law whom is a resident of 106 Sargent St. She recently received an extremely high sewer bill for usage during the month of May. The out of the ordinary usage was due directly to a water heater that gave out and flooded the customer's basement. Mr. Dolen distributed copies of receipts for the repair and replacement of that water heater to prove such repairs were indeed made. The board listened to his request which was to reduce the sewer portion of his bill since none of the leaked water entered the sewer system. Carla indicated that the customers average sewer charge for the past year was \$34.62 per month. The Board all agreed that this was a fair amount and that the bill be adjusted to reflect the average monthly bill. Commissioner Taylor motioned to adjust her July 1, 2017 sewer portion of her bill to \$34.62. Seconded by Commissioner DellaCava. All in favor. Approved.

V. OPERATIONS

VI. COMMUNICATIONS

- a. **UBWPAD Update** – Chairman Manseau informed the Board that Phase A improvements will be started at the UBWPAD and will focus on nutrient removal upgrades. Construction begins in September 2017 and is scheduled to end in June 2019.

VII. PERSONNEL

VIII. DATE OF NEXT MEETING

- a. **Approval of Next Meeting Date** - Commissioner Taylor motioned to hold the next meeting on August 10, 2017 at 7:00 P.M. Seconded by Chairman Manseau. All in favor. Approved.

IX. EXECUTIVE SESSION

- a. **To conduct contract negotiations with non-union personnel** – Commissioner Taylor motioned to enter into executive session to conduct contract negotiations with non-union personnel and further moved that upon the conclusion of executive session, the Board will adjourn today’s meeting with no further discussion.
Roll Call: Commissioner Taylor, Yes. Commissioner DellaCava, Yes. Chairman Manseau, Yes. Executive Session began at 7:56 P.M.

- X. **ADJOURNMENT** - Commissioner Taylor motioned to adjourn the meeting. Seconded by Chairman Manseau. All in favor. Approved. Meeting adjourned at 7:59 P.M.