

**BOARD OF COMMISSIONERS' MEETING
VIRTUAL MEETING MINUTES
February 15, 2022
7:00 P.M.
CHERRY VALLEY & ROCHDALE WATER DISTRICT**

- I. CALL TO ORDER - The meeting called to order by Chairman Bergin
@ 7:04 PM *(delayed start time awaited to be able to have a quorum)*

The following were in attendance:

Kevin Bergin, Chairman	2-Subscribers
Arthur E.J. Levesque, Commissioner	
Benjamin Morris, Superintendent	LCAC – Unable to record multiple town hall mtgs
Robert H. Lemieux, Sr., Commissioner	
Jennifer Wood, Treasurer	
Cheryl Balkus, Clerk	

- II. **District Member Forum** – The commissioners did not have any questions or comments. Subscriber Buteau announced that at last evenings selectboard meeting was an agenda item regarding the AARP money of 3.3 million awarded to the town and that they have received 1.6 million to date and that they said it cannot be applied to debt and a unique feature of the language allowed is to be used for capital and budgetary items. Going to be used for fire trucks, ambulances. Mr. Buteau asked the selectboard about the allowable use of water sewer infrastructure and bottom-line is could not because they are private. The Town Administrator did not agree with this and can be paid. They do not intend to use the *towns* share for water and sewer, that they would try to arrange a meeting with Senator and local representative to see if they can find money out of the state portions. Mr. Buteau spoke with Superintendent Morris who will be trying to get more detail about this to report back. Commissioner Levesque motions to end the district member forum. Seconded by Chairman Bergin. All in favor. Approved. The forum ended at 14 minutes and 38 seconds.

III. **APPROVE MINUTES**

- A. **February 1, 2022 Meeting Minutes** - Commissioner Levesque motions to approve the February 1, 2022 meeting minutes. Seconded by Chairman Bergin. All in favor. Approved.

IV. **FINANCE**

- A. **Approve February 7, 2022 Warrants** – Commissioner Lemieux motions to approve the February 7, 2022 warrants. Seconded by Chairman Bergin. All in Favor. Approved.

Commissioner Lemieux warrant 5544 Town of Leicester (MOV) ck# 26840 in the amount of \$585.68. Per the Superintendent we pay highway for fuel that is received at a discounted rate instead of having a gas credit card and purchasing elsewhere at a higher price.

B. Approve February 14, 2022 Warrants- Commissioner Levesque motions to approve the February 14, 2022 warrants. Seconded by Chairman Bergin. All in Favor. Approved.

Commissioner Lemieux asked about 4 items of warrant 5546

Twoomey Water Service N Brookfield: Per the Superintendent we hire this company to preform backflow testing on every building in the district that have backflow devices required to be tested and the customer is billed for this.

Davis Auto: \$1,035.12. Per the Superintendent a wheel bearing truck repair.

Redi Refresh: Per the Superintendent this is for 5-gallon jugs of water with a dispenser. We have had this since we were not allowed to use the tap water for drinking because of the proximity to the chemical injection ports for the water we were treating & distributing. The tap is on the side where the Grindstone Well is this will continue when after the well is online.

Pete's Electrical Service: Per the Superintendent this is a local electrician we use when we have issues. The blower motors on our heating system stopped working

The warrants consist of office expense, insurance, meters, repairs & maintenance, field supplies, small tools, chemicals, technology, service agreement, motor vehicle expense, payroll, Grindstone well \$14,723.00 and telephone.

C. Draft Budget – Per the Superintendent and Treasurer Wood they have begun working on the FY23 budget and to let everyone know at this time it is a DRAFT. Some of the line items will see increases and some will see decreases.

Line-item City of Worcester projecting a \$115,000 reduction.

However, it is made up for in other line items we are to see a significant increase in lab work for the testing of the well, historic sampling schedules for the well and new rates of testing then & now there is a significant cost in the testing.

Payroll increase due to the unknowns as far as what we will be requiring of our operators to be doing on the weekend shifts.

Debt Services: There are two loans and one of these has a \$200.00 increase because it is the final payment this year. Next year there will be approximately a \$35,000 decrease in the line item.

Overall seeing a \$78,000.00 reduction in the operating budget. He and Treasurer Wood will be reviewing the water rates to see if there are some slight reductions.
****As a reminder to the board and the listening audience that this is a working document that continues to be reviewed **** anyone who has questions or wants a better understanding how we arrive at these numbers and why, that he would really like them to reach out to us. We will be more than happy to meet in person or a zoom meeting to put their minds at ease and help.

Commissioner Lemieux: capital line item in the amount of \$20,000.00. Per Chairman Bergin this is for funds to go towards capital improvements that can be used to fund a loan for a project and money can be taken from emergency reserve. If we don't use, it stays and used as free cash.

Commissioner Levesque: Service Agreement Trash Removal \$13,000. Per Treasurer Wood the line item is multiple items such as trash removal, backflow testing, Henshaw Pond, beaver removal ...

D. Treasurer Report – Treasurer Wood

(For additional details of the report go to www.cvrwd.com under Reports of the Water District page)

Revenue Received

	November	December	January	Fiscal FY'22 Total
Water Revenue (Rec'd f/water usage)	\$9,4338.73	\$106,518.57	\$9,9717.44	\$739,862.87
SBA & Solar Rental (Cell Tower Rental)	\$1,806.13	\$1,806.13	\$1,9806.13	\$27,030.65
Reimbursements (Money rec'd f/ CVSD)	\$36,967.73	\$480.00	\$35,377.05	\$112,043.03
Liens	\$674.70	\$163.31		\$1,050.97
Misc.				
TOTAL:	\$133,787.29	\$108,968.01	\$154,900.62	\$879,987.52

Operating Expenditures

FY'22 Approved Budget: \$1,168,280.90 FY'22 YTD Total: \$691,029.07

November: \$165,623.61 December: \$83,760.67 January: \$74,923.16

Balance before reimbursements: \$477,251.83 Balance after: \$589,294.86

(This does not include free cash/special articles/debt service. Information is tracked on a spreadsheet from expenses that are paid.)

Other Payments

Loan Payments (only reflects FY'21)

Approved amount: \$93,000.00
 Paid amount: \$90,287.92
 Balance: \$2,712.08

Grindstone Well Reactivation (Special Article Annual Meeting)

Approved amount: \$580,000.00
 Paid amount: \$167,265.94
 Balance: \$412,734.06

Aged Receivables Report *(The amount that is past due to the district for water charges only.)*

As of Date:	11/30/2021	12/31/2021	1/31/2022
0-90 Days Past Due	\$46,310.16	\$38,627.68	\$38,148.36
Over 90 Days Past Due	\$9,646.00	\$20,345.83	\$25,224.55
Total	\$55,956.16	\$58,973.51	\$63,372.91

There were no questions or comments regarding the Treasurer Report

V. ADMINISTRATION – Nothing to Report

VI. Operations

A. Superintendent's Report –

Previously mentioned LIHWAP the water/wastewater assistance program similar as the heating assistance program is moving towards its final stages. A link will be on the March 1, 2022 bills to sign in or sign up, so that the payments will come directly to us. We will be completing a vendor agreement.

Code of Ethics training certification needs to be done by the Commissioners. A link will be sent to be completed and a copy of the certificate needs to be sent or brought to the office to have on file.

Contacted by the EPA, every few years they do an unregulated contaminant monitoring program. They are looking at water suppliers to see that they have certain unregulated contaminants and want to see what the levels are in the drinking water. We'll need to test in 2024 that will be the two-entry points Grindstone and Worcester water mix into the system the Worcester Apricot St. connections.

Pulling together the rest of the water audit information for Weston & Sampson to perhaps help with the unaccounted water doing the ASR this Spring.

Awaiting to hear back on the heating upgrade information, they are waiting on pricing and lead times. May have information for next meeting.

In the budget looking at hiring an appraiser to review all properties and assets. There have been a lot of improvements in the last five years with the interconnection and with the well to be coming back online wants to make sure everything we have is insured to the level that it should be.

Leicester Water supply had a water main break on Route 9. We assisted strictly with manpower to locate leak and valves. Highway also assisted. They called for help and wanted to make sure we did what we could do to help.

A Grindstone Well preconstruction meeting will be held tomorrow. The contractor sent a letter stating due to supply issues there will be delays in the project. Larger materials needed will not be in till mid-late May. The completion will change from May till sometime in June.

After reading the meters this month a significant leak code indicator was recorded at the vacant, semi vacant property of 1030 Stafford St. All the valves to the property should be off and in the past month had water recorded on the meter. With fluctuations of temperatures may have caused a broken pipe or valve failed allowing water. In the last 30 days there was approximately 80,000 gallons of water recorded. With police assistance the Superintendent gained access to the property, identified the source, and shut off the meter at the cellar valve. Found was a space heater (s) in the bathroom and all the faucets were turned on and there are people illegally in the property for their business. We will continue to monitor and may need to hire a contractor to dig for the valve, do the repairs, add charges to the property and lien it. The original owner is deceased, does not know if held up in probate. Many issues with the property in the past. We are going to stay on top of this and if we see usage again will need to proceed.

VII. Communications –

A. 1-30-2022 Correspondence from Michael Shivick

Per Chairman Bergin in Mr. Shivick letter, he writes that our minutes of July 6, 2021, regarding the meeting of moose hill with DEP are not accurate as occurred and Mr. Shivick summarizes what his intent of what the meeting was and his history with moose hill. He states that our minutes are inaccurate, resulting in misinformation due to my ego, not good policy and wants the minutes amended. Mr. Shivick provided a copy of his DEP meeting minutes held June 17, 2021, and indicated he's labeled some disinformation, defamation against me and the district and why I said there is not town wide solution when Leicester Water Supply is obligated to bring moose hill online. Per Chairman Bergin the meeting was attended with DEP and some people from Spencer. In review of CVRWD minutes our minutes reflect what was discussed at our meeting and his meeting reflects what was discussed at his meeting.

Mr. Shivick asked what our plan is to get Henshaw Pond back online. Per Chairman Bergin the status of the pond as previously communicated in past meetings is we are in a holding pattern; we continue to hold our permit and if there is a treatment technology to be developed in the future that will allow us to put the district online. Our current options are a traditional treatment plant that is prohibitory expensive, we do not have the physical footprint to put a treatment plant on the property as there is not enough room. We need someone to invent new technology to addresses issues on our consent order, if we can get that back up and running, comply with the DEP surface water protocols we can get the pond back online as of now technology does not exist, we do not have the money for a conventional treatment plant, costs continue to increase. There were no comments or questions from the board or the listening audience.

B. 2-1-2022 12-month payment plan – Commissioner Lemieux motions to accept the 12-month payment plan. Seconded by Chairman Bergin. All in favor. Approved.

VIII. PERSONNEL – Nothing to report

IX. DATE OF NEXT MEETING

A. Approval of Next Meeting - Commissioner Levesque motioned to hold the next Meeting Hybrid Tuesday, March 1, 2022, in the Selectboard room at the Leicester Town Hall 3 Washburn Sq. Leicester, MA @ 7:00 PM. Seconded by Chairman Bergin. All in favor. Approved.

X. ADJOURNMENT- Commissioner Lemieux motioned to adjourn the meeting. Seconded by Chairman Bergin. All in Favor. Approved. Meeting adjourned at 8:19 P.M.

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