

**CHERRY VALLEY & ROCHDALE WATER DISTRICT  
BOARD OF COMMISSIONERS' MEETING**

**MEETING MINUTES**

**August 14, 2017**

**10:00 A.M.**

- I. CALL TO ORDER – The meeting was called to order by Kevin M. Bergin at 10:02 A.M. The following were in attendance:
- |                                    |                                    |
|------------------------------------|------------------------------------|
| Kevin M. Bergin, Chairman          | Arthur E.J. Levesque, Commissioner |
| Michael L. DellaCava, Commissioner | Benjamin Morris, Superintendent    |
| Barry Bachrach, Attorney           | Greg Buteau, Customer              |
| Tom Lennon, Customer               | Carla Davis, Recording Secretary   |
- II. APPROVE MINUTES
- A. July 24, 2017 –Commissioner DellaCava motioned to approve the Minutes of July 24, 2017. Seconded by Chairman Bergin. All in favor. Approved.
- III. FINANCE
- A. **Approve July 31, 2017 Warrants** – Commissioner DellaCava motioned to approve the July31, 2017 warrants. Seconded by Chairman Bergin. All in favor. Approved.
- B. **Approve August 7, 2017 Warrants** – Commissioner DellaCava motioned to approve the August 7, 2017 warrants. Seconded by Chairman Bergin. All in favor. Approved.
- C. **Approve August 14, 2017 Warrants** – Commissioner Levesque motioned to approve the August 14, 2017 warrants. Seconded by Chairman Bergin. All in favor. Approved.
- D. **Approve July Bank Transfer** - Commissioner DellaCava motioned to approve the July 2017 bank transfer. Seconded by Chairman Bergin. All in favor. Approved.
- IV. ADMINISTRATION
- A. **Davis - Green Street Lot Proposal** – Randy Davis was present to propose a new swinging gate at the Green Street standpipe location. Mr. Davis is building a new house that abuts the standpipe property. He is requesting to have a new automatic gate installed and would like the District to share the cost. He believes this will be beneficial to both parties, year round. This would allow stronger security to the standpipes and would enable the district to have direct access and codes to the gate. This would also include, at no cost to the District, complete fencing around the property that would connect both sides of the gate. This would prevent any future ATV, hikers, trespassers, etc. from entering the property, as this happens now. In addition to the fencing that the homeowner will be installing, he is also installing cameras around the property which would also give us greater security features. Commissioner Levesque asked whether or not we would have to put this out to bid? Attorney Bachrach replied that he would have to research this more before providing an answer. This is a unique situation where the District would be sharing costs with the property owner – where the District has a right-of-way. Also mentioned was the possibility of having more trespassers on the property since there are many homes being built in the area. Mr. Davis also indicated that an additional perk for the District would be accessing power. He will be installing 3 new poles on the property, which would allow the District to have easier and closer access to power if it were required in the future. This would come in handy if down the road MassDEP required new mandates to the standpipes, i.e. chlorine booster stations. This will be discussed after receiving a finding from Attorney Bachrach. Commissioner DellaCava motioned to table this proposal until Attorney Bachrach can provide us with

answers as to whether a bid process would be required. Seconded by Chairman Bergin. All in favor. Approved.

- B. Approve New Service and Renewal Applications** – The Board was given a service renewal application for 6 Redfield Rd and a new service and fire protection application for 93 Huntoon Highway for their approval. The service renewal already took place on Redfield Rd since it was on an emergency basis, therefore would need to be ratified. After their review of the new service/fire protection applications, it was noticed that the fees due vs the fees paid were incorrect. It was realized that between the communications of what the fees were and the distribution of applications, they both got misconstrued. It turns out the contractor received an outdated application, and in addition to that was given the incorrect amount due. The Board decided that it would be fair to honor the outdated amounts. The contractor still owes a partial fee, since the wrong amounts were given to him, and will be contacted to make him aware that it must be submitted prior to the start of the work. Commissioner DellaCava motioned to honor the previous rates and approve the new service and fire protection applications, as well as ratify the service renewal application. Seconded by Chairman Bergin. All in favor. Approved.
- C. Termination Policy Revisions** – After previous discussions, Attorney Bachrach reviewed our existing termination policy. He distributed to the Board his revisions and recommendations. He also touched on lien status and commitments and the current process we have in place. In regard to terminations, there are circumstances that the District must adhere to, such as financial hardship, infancy and the elderly. After discussions, it was determined that Attorney Bachrach must continue his review and in conjunction with this review, also study the CVRWD Rules and Regulations, to ensure that both are accurate and consistent. There seems to be some ambiguity between the two and may need clarification of policies, procedures vs the Rules and Regs. On another note, he also mentioned that by doing this, we may also want to think about the revisions to the CVRWD By-laws to make them consistent with the Enabling Acts, which at this time there are some inconsistencies. Commissioner Levesque motioned to table the Termination Policy revisions until Attorney Bachrach reports back to the Board with his findings. Seconded by Chairman Bergin. All in favor. Approved.

## V. OPERATIONS

### A. Superintendent's Report

- 1. Approve City of Worcester Contract** – We finally were in receipt of the City of Worcester Contract. After review, Attorney Bachrach stated that there have been no changes since the last review and recommended proceeding with approval. Commissioner Levesque motioned to approve and execute the City of Worcester Contract. Seconded by Chairman Bergin. All in favor. Approved.
- 2. Inter-connection Automation Project Update** – Superintendent Morris stated that they are waiting to hear from the project engineers. They were here to do site surveys a couple weeks ago, which included radio tests. Everything is still in design phase. Chairman Bergin questioned the pressure reducing valve at the interconnection and what do we know about what we will replace it with? Chairman Bergin asked Superintendent Morris to follow up with the COW or Tata & Howard regarding the valve replacement.
- 3. Hydrant Flushing/Gate Valve Operations Update** – Superintendent Morris reported to the Board that the hydrant flushing has been going very smoothly, in fact, better than we expected and moving along on schedule. He also reported that the main transmission line was the only line that required a flow reversal. Recovery time to the standpipes has been decent and typically ending no later than 8pm, which is great. Today, they experimented with flushing with the pump running today and haven't had a

pressure change. This is a good indication and sign when thinking ahead to when we flush the Rochdale section.

**VI. COMMUNICATIONS**

**VII. PERSONNEL**

**VIII. DATE OF NEXT MEETING**

- A. Approval of Next Meeting** – Commissioner Levesque motioned to have the next meeting on August 28, 2017 at 10am. Seconded by Chairman Bergin. All in favor. Approved.

**IX. EXECUTIVE SESSION**

- A. To approve executive session minutes of July 27, 2017, to further to discuss strategy with respect to pending litigation and to comply with or act under the authority of, any general or special law.**

Commissioner Levesque motioned to enter into executive session to review and approve the executive session meeting minutes of July 27, 2017 and to discuss litigation strategy pursuant to G.L. c. 30A, § 21(3), and to discuss acting under the authority of any general or special law pursuant to G.L. c 30A, § 21(7). I further move that upon the conclusion of executive session, the Board will adjourn today's meeting with no further discussion.

Chairman Bergin declared that discussing strategy with respect to collective bargaining or litigation during the open meeting may have a detrimental effect on the bargaining position of the Cherry Valley and Rochdale Water District. Seconded by Commissioner DellaCava.

Roll call: Commissioner DellaCava, Yes. Commissioner Levesque, Yes. Chairman Bergin, Yes. All in favor. Approved.

Executive Session began at 12:14 P.M.

- A. ADJOURNMENT** – Commissioner Levesque motioned to adjourn the meeting. Seconded by Chairman Bergin. All in favor. Approved. Meeting adjourned at 1:17 P.M.

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