

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

**Meeting Minutes
September 25, 2018
10:00 A.M.**

- I. CALL TO ORDER- The meeting was called to order by Kevin M. Bergin at 10:01 AM. The following were in attendance:

Kevin M. Bergin, Chairman	Benjamin Morris, Superintendent
Michael L. DellaCava, Commissioner	Cheryl Balkus, Recording Secretary
Arthur E.J. Levesque, Commissioner	Tom Lennon, Customer

II. APPROVE MINUTES

- A. September 10, 2018**—Commissioner Levesque motioned to approve the Minutes of September 10, 2018. Seconded by Commissioner DellaCava. All in favor. Approved.

III. FINANCE

- A. Approve September 17, 2018 Warrants** - Commissioner Levesque motioned to approve the September 17, 2018 Warrants. Seconded by Commissioner DellaCava. All in favor. Approved.
- B. Approve September 24, 2018 Warrants** - Commissioner Levesque motioned to approve the September 24, 2018 Warrants. Seconded by Commissioner DellaCava. All in favor. Approved.

IV. ADMINISTRATION

The Superintendent reviewed the going forward new on call policy updated from the overtime that would go into effect 9/30/18. Overtime will no longer be required because we do not have to physically come in to operate the valve. The new policy applies only to the Operators. Per the Superintendents contract he will no longer be on call. The Superintendent reviewed other towns regarding their compensation packages, holidays are paid double time. The Superintendents thought process is to pay a flat rate that will cover holidays, non-holidays and to perform a security check of the property when no one is here and also mentioned that the Sewer Department currently reimburses the Water Department. Chairman Bergin's concerns are if the interconnection does not take place on 9/30/18 and requested that the Superintendent speak with Attorney Bachrach to clarify the wording of the contract of how the policy is to be paid out. The Superintendent will follow up with Attorney Bachrach and also recommends that the new on call policy will be effective once the interconnection officially takes place. Commissioner DellaCava motioned to approve, seconded by Chairman Bergin. All in favor. Approved.

V. OPERATIONS

A. Superintendent's Report

1. **Inter-Connection Automation Project Update**

The Superintendent has the first items of pay records, the numbers are approved for signatures. Signed by Chairman Bergin, Commissioner Levesque, and Commissioner DellaCava. The Superintendent states there is a potential for two change orders on the Pride Side. The service needed to be relocated to ensure the customer stays on the Worcester side. The problem occurred from old records and the mismarking of the old service and new service. Chairman Bergin concern is the Cherry Valley Rochdale Water District should not be charged when this was an error on the Worcester side and not our fault. Second change order is the size of the flow meter from went from 6 to 8 inch. Chairman Bergin agrees with the second issue but not with the first issue since Worcester made the error and should be held accountable for this added fee.

The electrical box is to be done 9/26/18 with a startup date of 10/5/2018. The Superintendent has inquired with Tata & Howard if they'll be paying overtime of CVRWD employees if required as could go live by October 9th or the 10th. The Booster pump is ready to go automated & awaiting on the second half as it can't be done on its own at this time. R.E. Erickson Co is doing the SCADA work and the current software is outdated. If we have an issue, it cannot be fixed. The Superintendent recommendation is to upgrade the software as there is enough money in the contract to cover it. Chairman Bergin wants to ensure that this upgrade, is just as good as others. The Superintendent states that the product will all be in sync with what we have and the upgrade is to include new computers, laptops, etc.... as the current software is out of date. There will be additional flat rate fees for future updates and the timeline can be done in a timely manner. The Superintendent reiterated that the \$10,000 - \$15,000 to make the upgrades has already been appropriated. Motion to approve the upgrade to the SCADA system as state of the art of the automation project by Commissioner Levesque and Commissioner DellaCava. Seconded by Chairman Bergin. All in favor. Approved.

Chairman Bergin attended a meeting last week where Senator Moore was also in attendance. Senator Moore was looking for an update from United States Representative James McGovern's office. Senator Moore indicated that McGovern's office is going to reach out to the DEP to find out what's going on. Commissioner DellaCava also spoke Senator Moore to get a follow up and said all has moved up to the DEP and we should be receiving information from them. Chairman Bergin hopes that Senator Moore & McGovern's office can get on the DEP to see what is going on. We are in a holding pattern and to see what happens next month.

VI. COMMUNICATIONS

VII. PERSONNEL

Employee Update – The Superintendent indicated that we have the records of the vaccination report from the dog that our employee. There are no recalls to the vaccinations.

VIII. DATE OF NEXT MEETING

A. Approval of Next Meeting – A motion was made by Commissioner Levesque to hold the next meeting October 15, 2018. Seconded by Chairman Bergin. All in favor. Approved.

IX. ADJOURNMENT–Commissioner Levesque motioned to adjourn the meeting. Seconded by Chairman Bergin. All in favor. Approved. Meeting adjourned at 10:52AM

“This institution is an equal opportunity provider, and employer.”