

# BOARD OF COMMISSIONERS' MEETING

## VIRTUAL MEETING MINUTES

April 21, 2020

7:00 P.M.

### CHERRY VALLEY & ROCHDALE WATER DISTRICT

#### I. CALL TO ORDER –

The virtual meeting was called to order by Chairman Bergin at 7:00 P.M.

The following were in attendance:

Kevin Bergin, Chairman	1 - Subscriber
Arthur E.J. Levesque, Commissioner	
Robert H. Lemieux, Sr., Commissioner	
Benjamin Morris, Superintendent	
Jennifer Wood, Treasurer	
Cheryl Balkus, Clerk	

- II. **District Member Forum** – There were no comments for the District Member Forum. Commissioner Levesque motioned to suspend the Forum. Seconded by Chairman Bergin. All in Favor. Approved. 2minutes 26 seconds

#### III. APPROVE MINUTES

- A. **April 7, 2020** – Commissioner Levesque motioned to approve the minutes of April 7, 2020. Seconded by Chairman Bergin. All in Favor. Approved.  
Per Chairman Bergin requested a small amendment of section 7a where it reads per Commissioner Levesque and it was discussed at the March 17<sup>th</sup> meeting. Per Chairman Bergin it should read to the previous of the past March 17<sup>th</sup> meeting. Commissioner Levesque motioned to approve the minutes to the amendment. Seconded by Commissioner Lemieux. All in Favor. Approved.

#### IV. FINANCE

- A. **Approve April 13, 2020 Warrants** – Commissioner Levesque motioned to approve the April 13, 2020 warrants. Seconded by Commissioner Lemieux. All in Favor. Approved.
- B. **Approve April 20, 2020 Warrants** - Commissioner Lemieux motioned to approve the April 20, 2020 warrants. Seconded by Chairman Bergin. All in Favor. Approved.  
The warrants consist of salary, labs, chemical, pipes, repairs, contractors, office expenses, legal expenses City of Worcester and so forth. The total of the warrants \$72,390.87.
- C. **Finalize Budget** – Per Superintendent Morris there are two options to choose from. One has the \$23,700 Mass EPA mandate showing it into the fixed Operating Budget and the other is without it in the Operating Budget. When you take it out of the budget it is a Special Article. Per Commissioner Lemieux concerned that if it is a separate line item that this has to be voted on at the

Annual Meeting that this as being a risk of it not being voted in. Per Superintendent Morris there is the potential of that happening, however it is a federal mandate. If it is not voted in this will require a Special Meeting. Per Commissioner Lemieux a Special Meeting is more of an expense to the District and to not take that risk and that it should be included in the budget and not have it as a Separate Article. Commissioner Lemieux reminds of last year that all was voted down and was an expense to the District. Not knowing what is going to happen with having a meeting in May due to COVID 19 will be an added expense. Subscriber Greg Buteau 2 Merrick St asks the Board to reconsider. The budget is supposed to be an operating budget for the year. As an example, he referenced to 2016 when they had an outside article for the Grindstone well and it should be funded as a separate article. He also read federal law that it is supposed to be kept separate. To maintain the Annual Budget, he endorses it as an outside article and will be strongly opposed if it included. It is not a yearly expense and it is not to be done for 5 years. If this violation is to be included in the budget, he will not be voting on the budget. Per Commissioner Levesque would like to have it as a separate article. Commissioner Lemieux to clarify as a procedural issue to avoid 2 separate meetings can we have a budget to have it in the budget and if it is not voted in can we pull it out to be voted on at the meeting separately. Per Chairman Bergin we have not done this before, and this may be more confusing at the time of the Annual Meeting. From the last year experience, we do not want to confuse the issue in have two choices of budgets. Commissioner Levesque motioned to approve the budget without the Risk & Resiliency included as a line item and have it as a separate article to finalize the budget. Seconded by Chairman Bergin. All in Favor. Approved.

**D. Treasurer Report** – The complete detailed report is on the website under reports.

As of March, Water Revenue received \$107,613.15, SBA Rental & Solar Rental \$1,753.52, Reimbursements \$199.00, Liens \$0.00 & Misc. \$0.00 Total: \$109,565.67

March Fiscal FY'20 Total to date: \$1,129,965.90

Operating Expenditures \$107,437.08

FY' 20 Approved Budget \$1,264,440.81

FY20 YTD Total \$826,908.05

Balance as of March 2020 before reimbursements \$437,532.76

Balance after reimbursements \$545,329.17

Balance Loan Payments

Approved Amount: \$93,000.00 Paid Amount \$88,835.27 Balance \$4,164.73

This only reflects FY20

West St. Tank Approved Amount: \$34,000.00 Paid Amount: \$31,132.00

Balance: \$ 2,868.00

**AGED RECEIVABLES REPORT** (amount past due is for water charges only)

As of Date: 3/31/2020

0-90 Days Past Due: \$42,234.21

Over 90 Days Past Due: \$19,474.26

Total: \$61,708.47

Commissioner Levesque asked with COVID 19 if currently there has been an issue of money coming in. Per Treasurer Wood hard to say it is too early to say now.

The money due back from the tanks will be an article to have it put back into the budget.

## **V. ADMINISTRATION**

**A. Service Renewal Application – 50 Bottomly Ave.** Per Superintendent Morris this is a formality to have it approved. Payment has been received and the application has been completed. Commissioner Levesque motions to approve the Service Renewal Application for 50 Bottomly Ave. Seconded by Commissioner Lemieux. All in Favor. Approved.

**B. Annual Meeting Warrants** – Per Superintendent Morris (displays the warrant articles during the virtual meeting) because of the virtual meeting and they cannot be signed in person if there is anything being shown for tonight's meeting that needs to be changed the changes can be made, the articles can be printed, and each Commissioner can come in at different times to the office to individually sign the actual warrants. Superintendent explains what the articles are and why they are listed the way that they are. The Clearwell needs to be done first before the Grindstone. Chairman Bergin suggests to Article 5 to include EPA mandated Risk & Resiliency mandated. Per the Superintendent Article 10 we did not make a conclusion to putting the well off, till the Fall and wanted to know what the Commissioners wanted to do to get it started. The second-round test is to be started next week. Commissioner Lemieux concern is taking the Clearwell & Grindstone out and requiring a meeting later. He would rather leave them in, and that at the meeting we need to be clear when explaining it. Chairman Bergin concern leaving both will bring the available free cash too low and the article for the Clearwell does not pass then the Grindstone article will be moot. Per Superintendent Morris if the Clearwell does pass not only is it for the purpose of mixing it helps with the pressure issues in the District. Commissioner Levesque motions to approve the warrant articles with Article 5 to be amended to read EPA Mandate. Seconded by Chairman Bergin. All in favor. Approved.

**VI. Operations** – Per Superintendent Morris as for the Enabling Acts there has been no word on this and does not know where it stands. He will reach out again and thinks with Covid-19 this may have been pushed to the back burner. It does not look like this will be changing with the Annual Meeting.

Copper Lead sampling to begin in July. Letters will be going out.

Consumption trending average of where we were. Not a tremendous increase.

The Auburn St repair received approval with Mass DOT. Pricing is in, GH Excavation has been chosen to do the work due to less costs, work should begin Mid May.

Money will be taken from the City of Worcester Line item to transfer it out to cover the project. There is enough in that line item to do the transfer. Per Chairman Bergin this is not an agenda item, the transfer of money cannot be discussed and will need to be placed on the next meeting agenda.

Hydrant Flushing began today in the Valley Section and should be completed by next Friday.

At the last meeting we spoke about a property on Comins Rd and discussing charging the customer for the water due to the break. Per our Attorney said that there

is some language in the rules and regs to allow us to do this but at the same time it would be questionable due to certain circumstances. There is a strong possibility that the owner would not allow us to do so and if in the future reword the bylaws. In history of another case we did try to attempt to collect money and it was not successful.

Commissioner Lemieux asked that this be asked as it is a huge expense a waste of water and we should pursue it. He suggests we send a letter to the owner explain what has happened to the owner with the estimated expenses of the leak on his property.

Commissioner Levesque suggests we reach out to other municipals to see how they handle so we do not reinvent the wheel.

Commissioner Levesque asked if we had responded to the person about no terminations. Per Superintendent Morris – he did not himself

Commissioner Levesque asked if we are having a moratorium. Per Superintendent Morris it will be on next Agenda.

Commissioner Lemieux motions we send letter to the owner. Seconded by Commissioner Levesque. All in favor approved.

**VII. COMMUNICATIONS – Nothing to Report**

**VIII. PERSONNEL – Nothing to report**

**IX. DATE OF NEXT MEETING**

**A. Approval of Next Meeting** – Commissioner Levesque motioned to hold the next meeting Tuesday, May 5, 2020 @ 7:00 PM. via Virtual Meeting. Seconded by Commissioner Lemieux. All in favor. Approved.

**ADJOURNMENT-** Commissioner Lemieux motions to adjourn the virtual meeting. Seconded by Chairman Bergin. All in Favor. Approved. Virtual Meeting adjourned at 8:43 pm.

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