

# BOARD OF COMMISSIONERS' MEETING

## MEETING MINUTES

July 23, 2019

7:00 P.M.

### CHERRY VALLEY & ROCHDALE WATER DISTRICT

- I. CALL TO ORDER - The meeting was called to order by Kevin M. Bergin at 7:00 P.M. The following were in attendance:

Kevin M. Bergin, Chairman

Arthur E.J. Levesque, Commissioner

Benjamin Morris, Superintendent

Cheryl Balkus, Clerk

Jennifer Wood, Treasurer

7 Subscribers

- II. **District Member Forum** – Customer Christopher Reilley 97 McCarthy Ave. requesting a brief description of what the warrants are, wants the transparency to know what bills are being paid and if they are posted to the web site. Per Chairman Bergin, provides a description of the warrants and indicates that they are not posted on the web site. Customer John Shocik 7 Folsom Street mentions at the previous meeting about the grants for disadvantage communities. He asked the Town Administrators Assistant to investigate who asked Congressman McGovern's office for guidance. She was directed to a Safe Drinking Water Fund Committee. As of the July 11<sup>th</sup> awaiting information from the state of the possibility of receiving a grant. Customer Shocik says instead of money coming out of the subscriber's pockets perhaps the federal government could pay to assist. Per Superintendent Morris there are no plans for the Sargent St project since it was not approved at the Annual Meeting. He could however begin a plan to show that it is a projected project, it will cost some money to get it paper ready. Mr. Hickey 184 Auburn St. wanted to know what we have going currently other than the group study? Per Chairman Bergin explains that this group study is a town project not a district work study and the Cherry Valley & Rochdale Water District are participating, there are no monies of the CVRWD being used for this working group. Per Chairman Bergin we proposed to spend money for Sargent St at the annual meeting however, this was voted down. Per Superintendent Morris there are no projects going on currently. From last year's hydraulic study, the recommendations that there are approximately twelve different projects totaling approximately \$12 million. The thought process was to use the free cash however, unable to do so as is was voted down. The least costly items were the Sargent Street and the Grindstone Well, again this was voted down therefore they cannot be done at this time without the free cash and not affect the subscribers. Any project going forward would have to brought up at either a Special Meeting or Annual Meeting to allow to get a loan. The three tanks are being done at this time as they were voted on at the Annual Meeting. Customer Christopher Reilley suggests if we should bring up these issues that were voted down again at a Special Meeting. Per Chairman Bergin and Superintendent Morris, a special meeting costs approximately \$2,000 - \$3,000.00 and would like to lump these together at one meeting. Customer Mr. Hickey expresses that the communication is not coming out correctly, it should be said that if we do not do this this is what could happen. Superintendent Morris is in favor of this. Customer Gregory

Buteau, at hindsight move going forward because the general rate payers wanted rate relief and did not want to pass it thru. There was not enough technical expertise at the meeting to talk about the need of the certain projects. Customer Christopher Reilley suggests maybe a monthly newsletter or a flyer to let the rate payers know what is coming down the line and be informed. Customer John Shocik mentions the Sargent Street project because it is not expensive and hopefully, we can get a small piece from the state to do this project. Need to await on the EPA. Chairman Bergin we have known about the hydraulic study for a couple of years. The District needs to strategize what is going to happen and how to approach. It's not going to get any better and we are working on this. Commissioner Levesque motions to end the thirty-minute District Member Forum. Seconded by Chairman Bergin. All in Favor. Approved.

### III. APPROVE MINUTES

**A. July 9, 2019** - Commissioner Levesque motioned to approve the minutes of July 9, 2019. Seconded by Chairman Bergin. All in favor. Approved.

### IV. FINANCE

**A. Approve July 15, 2019 Warrants** – Commissioner Levesque motions to approve the July 15, 2019 warrants. Seconded by Chairman Bergin. All in Favor. Approved.

**B. Approve July 22, 2019 Warrants** – Commissioner Levesque motions to approve the July 22, 2019 warrants. Seconded by Chairman Bergin. All in Favor. Approved.

**C. FY19 Audit Update** – Per Superintendent Morris a follow up to the last meeting where there was the discussion of the last audit. Customer Buteau suggested we utilize the same auditing firm that the Town of Leicester is using to potentially save the District money. Per Treasurer Wood, the firm Spinelli Accountants>Advisors that the District uses perform the Districts audits had begun preparations for the FY19 Audit. The price for the Water and Sewer Districts is \$11,000.00 each. They have begun the preparation work for the Water and Sewer Districts. If the District chooses to elect another firm to do the FY19 Audit, the District will be billed for the Water District in the amount of \$1,816.50 and the Sewer District \$1,773.50. Roselli, Clark & Associates, CPA's provided a price of \$15,000 for the Water District and \$10,000 for the Sewer District. Power and Sullivan provided a price of \$12,500.00 each for the Water & Sewer Districts and another firm was too busy. The Auditor that Town of Leicester uses is currently on vacation returning end of the month. He would not be able to begin until September or October. This will delay the District of trying to get free cash. Per an email received 7/15/19 from Kim Peloquin at the Department of Revenue "Free cash that has been certified for the prior year must be used by June 30<sup>th</sup>. You won't be able to use free cash until you are certified based on financial statements as of June 30, 2019." The Town auditor is one person and it will take approximately two to three days to do the audit. The current auditor goes thru every detail and takes approximately two weeks to do the audit. They conform to the government standards. Once the audit is done a draft is provided about a month later. Treasurer Wood can follow up about getting recertified and waiting on another auditor will hold up the free cash. Treasurer Wood suggests staying with Spinelli this year and can look at other

auditors for next year earlier in the year. Chairman Bergin agrees that we will look at this next year.

- D. Year End Budget Transfer** – Commissioner Levesque motions to approve the Fiscal Year 2019 Transfer in the sum of \$21,152.92. \$8,000.00 from Service Agreement to Technology, \$3,100.00 from Chemicals to Field Supplies, \$3,000.00 from Pipes to Meters, \$4,400.00 from Pipes to Heat, \$2.92 from Pipes to DEP SDWA (Safe Drinking Water Act) Assessment, \$650.00 from Pipes to Leak Detection/Standpipe Inspection, \$2,000.00 from Bank fees to Miscellaneous. Seconded by Chairman Bergin. All in Favor. Approved.

## V. Administration

## VI. Operations

- A. Superintendent's Report** – Per Superintendent Morris he has been working with the Mass DOT contractor to replace water boxes on the Route 9 project. At the last meeting discussed cleaning of the Greenville storage tank and draining it. Wanted to see what the effect will be with the higher elevations of the Rochdale area and could see potential pressure drops down to 10 psi. Large draws could potentially take away from these higher elevations. He investigated at the ability to having it done robotically. With the potential issues he suggests having the tank cleaned robotically. The cost would be approximately the same price if it is done in one day. Additional days will cost \$3,000.00 per day. The District will not lose the water in the tank and let it just go down the drain which is about \$3,000.00. Per Chairman Bergin raises a concern with the robot and if this effect the water quality? Per Superintendent Morris he is not aware of any issues, this is a nationwide company and did the two tanks in the Cherry Valley Area. Did leak detection of Rochdale & Cherry Valley no problems found. Average flows are 220,000-230,000 gallons per day and this range is great considering with all the hot weather we have been experiencing. Soon more water will be used for unilateral flushing. This is an operational cost that must be done. Customer Buteau, if the Superintendent Morris may have met with Tata & Howard about the Grindstone Well. Per the Superintendent he has not he has been out of the office for vacation. A meeting is scheduled with MASS DEP August 1, 2019.

## VII. COMMUNICATIONS

- A. 7-8-19 Customer Request: Clark/Snay** – 12-month payment plan agreement Commissioner Levesque approves the 12-month payment plan. Seconded by Chairman Bergin. All in favor. Approved.
- B. 7-12-19 Customer Request: Buteau** – Auditors - Customer Buteau satisfied with the process as discussed above.
- C. 7-15-19 Customer Request: Verick** – 12-month payment plan. Commissioner Levesque motions to approve 12-month payment plan. Seconded by Chairman Bergin. All in Favor. Approved.
- D. Potential Forensic Audit Warrant Article** – Per Chairman Bergin the wording for voting phrasing is ready for the Special Meeting. State agency does not do forensic audits. We need to know what the scope is for a forensic audit. He has put forth a draft letter. If approved, it will only be sent to the 103 people that signed the petition. If 3 names at 1 household it will go to the address and list the 3 names. Customer Christopher Reilley gives the definition of a forensic audit to

follow the money to show if the District is malfeasant. He says some of the subscribers feel that there is money being stolen, however CVRWD is being used that does not apply and being used to have the Forensic Audit. Chairman Bergin clarifies that we do not give the scope it is up to the 103 people and what they want. We will get the feedback, discuss it with attorney, present to the subscriber's and let them vote on what they want. We as a board we are trying to meet the request and fully appreciates the information from customer Reilley and Mr Reilley says that when it was presented for the forensic audit it was emotional at the time.

**VIII. PERSONNEL**

**IX. DATE OF NEXT MEETING**

**A. Approval of Next Meeting** - Commissioner Levesque motioned to hold the next meeting Tuesday, August 6, 2019 @ 7:00 PM at the Leicester Town Hall  
Seconded by Chairman Bergin. All in favor. Approved.

**X. ADJOURNMENT**- Commissioner Levesque motioned to adjourn the meeting.  
Seconded by Chairman Bergin. All in Favor. Approved. Meeting adjourned at 8:35 P.M.

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