

BOARD OF COMMISSIONERS' MEETING

VIRTUAL MEETING MINUTES

December 15, 2020

7:00 P.M.

CHERRY VALLEY & ROCHDALE WATER DISTRICT

- I. CALL TO ORDER - The meeting was called to order by Chairman Bergin @ 7:00 PM

The following were in attendance:

Kevin Bergin, Chairman
Arthur E.J. Levesque, Commissioner LCAC
Benjamin Morris, Superintendent - Absent 2- Subscribers
Robert H. Lemieux, Sr., Commissioner
Jennifer Wood, Treasurer
Cheryl Balkus, Clerk

- II. **District Member Forum** – There were no questions or comments during the District Member Forum. Commissioner Lemieux motions to end the District Member Forum. Seconded by Chairman Bergin. All in Favor. Approved.
The District Member Forum ended in 2 minutes 34 seconds.

- III. APPROVE MINUTES

A. **December 1, 2020** - Commissioner Levesque motioned to approve the minutes of December 1, 2020. Seconded by Chairman Bergin. All in Favor. Approved.

- IV. **FINANCE**

- A. **Approve December 7, 2020 Warrants** – Commissioner Levesque motions to approve the December 7, 2020 warrants. Seconded by Commissioner Lemieux. All in Favor. Approved.
- B. **Approve December 14, 2020 Warrants** – Commissioner Lemieux motions to approve the December 14, 2020 Warrants. Seconded by Chairman Bergin. All in Favor. Approved.
- C. **Approve December 21, 2020 Warrants** - Commissioner Levesque motions to approve the December 21, 2020 Warrants. Seconded by Chairman Bergin. All in Favor. Approved.

Total of warrants \$19,698.68. Consisting of Legal Fees \$256.50, Small Tools, Motor Vehicle Expense, Service Agreement, Office Expense, Technology, Payroll, Repair & Maintenance, Continue Education, Telephone, Lab Work.

D. November Bank Transfer – Commissioner Levesque motions to approve the transfer of \$45,096.67 from the Water checking account to the Sewer checking account. Seconded by Chairman Bergin. All in favor. Approved.
This is the money that the Water Department collects on behalf of the Sewer Department.

E. Treasurer Report – Per Treasurer Wood for the month of November

November Fiscal FY'21 Total Water Revenue: \$529,830.51

Water Revenue: \$100,337.89
SBA Rental & Solar Rental: \$1,753.52
Reimbursements: \$30,548.50
Liens: \$1541.39
November Total: \$134,181.30

FY21' Approved Budget: \$1,217,593.91

November Operating Expenditures: \$107,647.59
Balance as of 11/30/20 (before reimbursements) \$717,286.59
Balance after Reimbursements: \$820,682.48

Other Payments

Loan Payments (This only reflects FY21')
Approved Amt: \$93,000.00 Paid Amt: \$59,692.21 Balance \$33,307.79

Grindstone/Clearwell (Special Article Annual Meeting)
Approved Amt: \$580,000.00 Paid Amt: 18,732.00 Balance: \$561,268.00

Aged Receivables Report as of 11/30/2020 (water charges only)
0-90 days past due: \$66,899.70
Over 90 days past due: \$34,225.23
Total: \$101,124.93

V. ADMINISTRATION - Nothing to Report

VI. Operations

A. Superintendent's Report – Chairman Bergin on behalf of Superintendent Morris as he is absent for this meeting

Enabling Act costs and update –

Enabling Act Amendment

The proposed Enabling Act Change to allow nonresidents the right to vote on District matters. While we are unable to accurately determine which residential customers are not ones that live at the physical address. (landlord vs live in) We can determine which properties are businesses or other entities within the District

Currently there are 64 commercial businesses in the District. 10 Municipal or nonprofit entities (Town of Leicester owned building and churches). 3 recreational Classified meters (Cemeteries and Lions Park)

Discussions began back in April of 2019 and to Date the District has spent the following amounts of money:

\$2,890.00 legal

\$250.00 advertising for special District Meeting

\$80.00 on notices looking for customer input

\$100.00 on Town Hall rental for the meeting

\$ 3,320.00 Total

Cost per customer this could potentially benefit

$\$3,320 / 77 = \43.12 per business

Expenses moving forward

While the certainty is uncertain, moving forward the District could incur the following expenses

Legal: expense to vary between \$0 and thousands due to the different avenues in which this could be approached.

Special District meeting notification if needed \$80- \$550 (cheaper if we can incorporate notice with a monthly bill)

Meeting advertisement \$250

Town Hall Rental \$ 100

Total projected future expense \$ varies because of the different avenues we can take

All cost to date and future projections do not include of the District Staffs time spent on this issue which is not part of their normal work responsibilities

Per Commissioner Lemieux \$43 is not much and does not want to get in the rabbit hole but does not want to go in the wrong direction. He deals with attorneys all the time. Regardless of how much you put into a contract it seems it can be challenged no matter what you do. He thinks the letter from the state is kind of farfetched and probably hard case scenario. He wants to keep watching the expenses as going along. At some point since we are so cost conscious, he does not want to spend too much money on this. He was in the beginning initially thought to be important at the time and until the legislative letter came back did not think it would be that hard or that expensive. Intentions that the results worth it but potential challenges down the road there is no way to right this solid without a challenge. Per Chairman Bergin agrees that how something is written can always be challenged. Let the letter goes as planned to wait and see what the legislative comes back with as it is not costing any additional funding. Per Commissioner Lemieux agrees but if it is challenged and gets to costly, we will have to halt it.

System Operations are normal. Flows are in averaging under 200,000 gallons per day.

Well Project Update: 50% completion drawings are in our possession. Reviewing and commenting with Tata & Howard to make changes for submittal for DEP.

Plan is to get the project on the January Conservation meeting so that District Staff can begin the process of the work in the District is completing per the contract.

1. C LeBlanc Upgrade - New Operator Christian LeBlanc has completed his Distribution licensing course and he has passed his first license exam. Per the conditions in which he was hired, there is a step increase in pay for each license (\$1.00 per hour per license).
He is prepping and enrolled in his Treatment course beginning in February. Commissioner Lemieux motions to approve the increase for him passing and receiving of the Distribution Licensing and congratulations.
Seconded by Chairman Bergin. All in Favor. Approved.

VII. DATE OF NEXT MEETING

- A. Approval of Next Meeting** - Commissioner Levesque motioned to hold the next Virtual Meeting Tuesday, January 5, 2021 @ 7:00 PM.
Seconded by Chairman Bergin. All in favor. Approved.

- VIII. ADJOURNMENT-** Commissioner Levesque motioned to adjourn the meeting.
Seconded by Commissioner Lemieux. All in Favor. Approved.
Meeting adjourned at 7:30 P.M.

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