

**CHERRY VALLEY SEWER DISTRICT  
BOARD OF SEWER COMMISSIONERS' MEETING**

**MEETING MINUTES  
November 16, 2023  
2:00 P.M.**

I. CALL TO ORDER Chairman Manseau called the meeting to order at 2:09 pm

Donald Manseau, Chairman 1- Subscriber 0- Nonsubscriber  
Robert H. Lemieux, Sr. Commissioner – absent  
Peter Cusolito, Commissioner  
Benjamin J. Morris, Superintendent  
Jennifer Wood, Treasurer  
Cheryl Balkus, Recording Secretary

II. APPROVAL OF MINUTES

- A. **October 19, 2023** - Commissioner Cusolito motioned to approve the meeting minutes of October 19, 2023. Seconded by Chairman Manseau. All in favor. Approved.

III. FINANCE –

- a. Approve warrant of November 2, 2023 – Commissioner Cusolito motions to approve the November 2, 2023, warrant. Seconded by Chairman Manseau. All in favor. Approved.
- b. Approve warrant of November 6, 2023 – No warrant
- c. Approve warrant of November 16, 2023 – No Warrant
  
- d. Treasurer Report – Per Treasurer Wood as of October 31, 2023, \$118,598.44 has been spent on bills and next month there will be the loan payment due in the amount of \$142,019.00. The district has collected \$231,327.37 in revenue from customer bills, \$2,333.15 in betterments and \$2,995.50 in Liens. Commissioner Cusolito asked if we were doing good at this point and per Treasurer Wood we are. Per Superintendent Morris the City of Worcester bill it is going to be about \$53,500.00, that is under what we budgeted, the quarter but flows are up higher so we will have to watch it. Commissioner Cusollito makes a motion that to accept the treasurer report. Seconded by Chairman Manseau. All in Favor. Approved.
  
- e. Investments – Per Treasurer Wood presented to the board that the district has money in the Money Market account that could be invested in Treasuries with Bartholomew & Company to gain more interest. Example: Investing \$1 million would gain about \$52,000 in interest. If it were to sit in the money market account, it would gain approximately \$16,000.00 in interest. (These are all estimates). Investments could be made in intervals by putting some in a three month treasury, 6 month treasury etc.. Under the Mass Law we are only able to invest in treasuries for up to one year. Treasurer Wood suggested for the district to maybe investing around \$500,000.00. Commissioner Cusolito made a motion that we give the authority to Treasurer Wood to make investment of the \$500,000.00 in \$250,000.00 intervals. Seconded by Chairman Manseau. All in favor. Approved.

IV. ADMINISTRATION

- a. Treasurer Test – Treasurer Wood has been in the last 3 years attending treasurer classes, successfully passed the test and is now a Certified Municipal Treasurer!

V. OPERATIONS

Per Superintendent Morris that we received the money from the Town of Leicester for the APRA Grant that has been deposited to a separate bank account so when we start to spend the money will be taken from that account.

Contact has been made with the smoke testing company.

Awaiting the outcome of the DEP Asset Management Grant and should know by the end of November. We are going to let the APRA Money Grant money sit until we hear back from the DEP Asset Management Grant so we can make it into one big project. This would save the district money because it would subsidize the cash contribution that we would have to pay otherwise we would have to come up with \$30,000 in next year's budget.

We are going after another grant which is the Sanitary Overflow Grant that we applied for last year but did not get it. It would include \$7,000.00 to do and upgrade the district's website and to upgrade our Mission (SCADA) so that we will have remote access to our sewer pump stations. Currently if we receive an overflow alarm at 3:00 A.M. we must pay overtime to go in and manually shut it off. This would allow us to log on and shut the pump off from our phone. In this grant we would include flow meters at each pump station so we can compare flows to the meter on route 9.

A draft copy has been received with a few changes to the asset management plan with RCAP. RCAP did receive additional funding for the Capital Improvement Plan, and we are trying to put together a Capital improvement plan for the district.

Flows are still manageable for this time of year. Helgerson was in to suck out the wet wells.

There is an issue at the pump at the Towtaid pump station. We were quoted \$5,000.00 to fix it. We had a different company working on a water pump and they also do sewer pumps so we had the technician look at it and said he could get the job down in 3-5 hours for under \$1,500.00. It will be done sometime in the next week.

We will be reaching out to our electrician the 22-year-old VFD's to be replaced that should be replaced every 10 years. They have not failed but if they do, we will not be able to find the parts and we need to fix them. We are looking to get a price to phase them into the budget, so we do not have to worry about them failing all at once and having a catastrophic issue.

VI. Date of Next Meeting:

Approval of Next Meeting Date – Commissioner Cusolito motioned to hold the next Sewer Meeting January 11, 2024, at 7:00 P.M at 148 Henshaw St Leicester, MA. Seconded by Chairman Manseau. All in favor. Approved.

VII. ADJOURNMENT - Commissioner Cusolito motioned to adjourn the meeting. Seconded by Chairman Manseau. All in favor. Approved. The meeting adjourned at 3:01 pm.

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