

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

VIRTUAL MEETING MINUTES

April 14, 2022

7:00 P.M.

- I. CALL TO ORDER Chairman Manseau called the meeting to order at 7:00 pm

Donald Manseau, Chairman
Robert H. Lemieux, Sr. Commissioner
Michael DellaCava, Commissioner
Benjamin J. Morris, Superintendent
Jennifer Wood, Treasurer
Cheryl Balkus, Recording Secretary

LCAC
1 nonsubscriber

II. APPROVAL OF MINUTES

- A. **March 10, 2022** - Commissioner DellaCava motioned to approve the meeting minutes of March 10, 2022. Seconded by Chairman Manseau. All in favor. Approved.

III. FINANCE

- A. **Approve Warrant of March 17, 2022-** Commissioner DellaCava motioned to approve the warrant of March 17, 2022. Seconded by Chairman Manseau. All in favor. Approved. \$23,847.50
- B. **Approve Warrant of March 31, 2022** - Commissioner DellaCava motioned to approve the warrant of March 24, 2022. Seconded by Chairman Manseau. All in favor. Approved. \$556.67
- C. **Approve Warrant of April 7, 2022** - Commissioner DellaCava motioned to approve the warrant of April 7, 2022. Seconded by Chairman Manseau. All in favor. Approved. \$36,873.02
- D. **Approve Warrant of April 14, 2022** - Commissioner DellaCava motioned to approve the warrant of April 14, 2022. Seconded by Chairman Manseau. All in favor. Approved. \$52,756.20
- E. **Budget Approval** – Per Superintendent Morris the budget for FY23 is \$692,731.23. This is a \$140,227.94 budget reduction from last year's annual meeting due to the cost savings of the USDA loans and some savings with flows from the Upper Blackstone. There are some line items with increases due to inflation rates and tried to do something like the water district to have a reserve account to have a little bit of a buffer for an unforeseen repair that cannot be touched without board approval. The district is starting to get into a stronger financial future. Per Chairman Manseau and Commissioner DellaCava agree that we should have something in reserve. Per the Superintendent this would not be free cash. The rates currently in place will still work for the bottom-line budget and will stay in effect for the next coming year. Commissioner DellaCava motions to accept the FY23 budget. Seconded by Chairman Manseau. All in favor. Approved.
- F. **Department of Revenue Rate Relief** – Per Treasurer Wood we annually apply through the DOR and received \$1,070.00 this year.

IV. ADMINISTRATION

- A. **3-31-2022 Master Drain License Application** – 91 Chapel St tied into sewer and signature required as a formality. Chairman Manseau approved and signed. Seconded by Commissioner DellaCava. All in Favor. Approved.
- B. **Warrant Articles** - There are 6 articles. Commissioner Dellacava will be stepping down at the end of the annual meeting and we will need to have someone else fill the opening till the end of the term (2024). Commissioner Lemieux's term ends this year and he stated he will be submitting his papers to rerun again. Commissioner Lemieux motions to accept the Warrant articles. Seconded by Commissioner DellaCava. All in Favor. Approved.
- V. Communications – Nothing to report

VI. Operations – **Superintendent Report**

Our flows are somewhat remaining the same, they are slightly higher, it is going to be close to what was budgeted for this year and trying to find those locations to correct that. We are limited to what we can see above on the manholes or looking in shallow manholes.

Work was done prior with RCAP Solutions and signed an agreement to do some asset planning management. Will do site visits to list everything in the system and will be in a data base to track life expectancy to work on capital improvement plan. The system is 22 years old; life expectancy is 25 years and need to be prepared for any future problems. If we were to pay for the asset planning management, it would cost the district between \$30,000-\$50,000. This is being covered by a grant with RCAP.

I/I list put together of those manholes that were beat up over the winter with frost heaves, frames need to be addressed and the bricks seem to be in good condition. Supply chain have been an issue. Beginning Mid to late May. Will be working with a contractor to reset and concrete in the Howard Terrace, Keefe Ct area.

VII. DATE OF NEXT MEETING

A. **Approval of Next Meeting Date** Commissioner DellaCava motioned to hold the next Sewer Meeting May 26, 2022, at 7:00 P.M at Leicester Town Hall Annual Meeting Leicester, MA. Seconded by Chairman Manseau. All in favor. Approved.

VIII. ADJOURNMENT Commissioner DellaCava motioned to adjourn the meeting. Seconded by Chairman Manseau. All in favor. Approved. Meeting adjourned at 7:22 P.M.

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