

**BOARD OF COMMISSIONERS' MEETING  
HYBRID MEETING MINUTES  
MARCH 1, 2022  
7:00 P.M.  
CHERRY VALLEY & ROCHDALE WATER DISTRICT**

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

The following were in attendance:

Kevin Bergin, Chairman	2 virtual subscribers
Arthur E.J. Levesque, Commissioner - virtual	1 in person subscriber
Benjamin Morris, Superintendent	LCAC
Robert H. Lemieux, Sr., Commissioner – virtual	
Jennifer Wood, Treasurer - virtual	
Cheryl Balkus, Clerk	

- II. **District Member Forum** – There were no question or comments from the Commissioners, attending or listening audience.  
Commissioner Lemieux motions to end the district member forum. Seconded by Chairman Bergin. All in favor. Approved. The forum ended at four minutes and twenty-three seconds.

III. **APPROVE MINUTES**

- A. **February 15, 2022 Meeting Minutes** - Commissioner Levesque motions to approve the February 15, 2022 meeting minutes. Seconded by Chairman Bergin. All in favor. Approved.

IV. **FINANCE**

- A. **Approve February 21, 2022 Warrants** – Commissioner Lemieux motions to approve the February 21, 2022 warrants, Commissioner Levesque abstains. Seconded by Chairman Bergin. Approved.

- B. **Approve February 28, 2022 Warrants**- Commissioner Lemieux motions to approve the February 28, 2022 warrants, Commissioner Levesque abstains. Seconded by Chairman Bergin. Approved.

The warrants consist of continuing education, electricity, retirement, office expense, postage, payroll, heat, Grindstone well \$3,673.43, electricity, telephone, insurance, City of Worcester \$24,967.29, lab work and accounting fees for a total of \$49,932.88.

- C. **Budget Update** – Per the Superintendent he and Treasurer Wood continue working on another draft of the FY' 23 budget. Insurance is still unknown that we are awaiting on and motor vehicle expense changes. We purchase fuel from highway, they have been seeing increases since July. We budget \$16,500 for motor vehicle and will see at least a \$1,500-2,000 increase and this does not include repairs.  
Lab fees: Will depend on how long DEP gives him an actual schedule.  
Lead & Copper: This is now done twice a year now and we are seeing increases.  
PFAS: Unknown what they will be requiring of us.

**D. February Bank Transfer** - Commissioner Lemieux motions to transfer \$50,543.77 from the water collection account to the sewer checking account. Seconded by Chairman Bergin. All in Favor. Approved.

**V. ADMINISTRATION –**

**A. Terminations:** There are 90 accounts that are 90 days past due. Terminations are scheduled to begin after March 15, 2022, through November. At a minimum, will begin to blue dot the services.

The water/sewer assistance link for subscribers is on the bills.

**VI. Operations - Superintendent's Report**

A Grindstone Well preconstruction meeting was held, the contractor was on site to go over the layout to determine what else that they need. Some product has been delivered and we requested a letter about the supply chain issue of products being delayed having it on file for the project.

Phase 1 will be to get a temporary pump installed so there is no loss in service to anyone in the Rochdale area and Phase 2 will be to begin demolition of the high-water pumps from the old pond system.

Concern will be running off the old system with SCADA control not having to run it manually and working with RE Ericson to ensure it will be automated.

Treasurer Wood working on the free cash calculations.

Sargent St water main: Reached out to Tata & Howard for updated costs.

Vehicle Expense: The vehicles are big assets that are a crucial role to the operations and sometimes overlooked. Before devoting more time into the research of another truck asked the board if they would approve and if so would be looking to use free cash to make the purchase. The newest truck of the three we have is 7 years old and there is rust break through on one of the other trucks. If the board is not in favor of this, he will be back at it again next year and then we may have to look at replacing two trucks at once instead of one. Commissioner Levesque is in favor of the Superintendent researching.

Commissioner Lemieux asked about using from the capital line item. Per Superintendent Morris if it were to be used it would have to be in the budget each year and if voters did not approve it, we would have no money to pay for it.

Per the Superintendent we need to look at the bigger picture, that by sitting idle it will end up costing the district more money. For example, in 2018 the Sargent St project was approximately \$190,000.00 and cannot imagine now what the increase in costs this will be. We have one sole water line coming in from the City of Worcester, if we have a break in this area the entire system is shut down and cannot get any water. Per Commissioner Lemieux we should focus on this project instead of the vehicles.

Per Subscriber Buteau it will be helpful to all to show all the vehicles and have an article for it. In attendance of another water district meeting, they were looking at a dump truck purchase. Per Superintendent Morris they did not make the purchase. Per Subscriber Buteau, perhaps the vehicle could be shared, if the board goes ahead to do something with the fleet. Per Chairman Bergin, we have done this in the past and today we cannot purchase a truck for \$35,000,45,000, or 50,000. If budgeting it in the annual budget, it must be authorized and might make it a little less pinch to the wallet.

Budget & Rates: We have reviewed total amount taken in vs our rate structure, we are bringing in a little more and need to revamp the rate structure. We are far from experts on this and getting there.

Some findings were that previously we charged a fire service connection fee, and it was discontinued in 2012 / 2013 and it needs to be added back to the fee schedule. We have approximately 20 buildings with sprinkler systems. They pay to connect to it, pay for the backflow and pay nothing else. Back when it was being charged it was \$23.00 per connection and proposing to charge our base rate of \$25.00.

Fire connection and sprinkler are not metered due to the infrequency.

Per Subscriber Buteau to commend all involved in the review of the rates within as opposed to an outside vendor. The outside vendor cost has been approximately \$8,500.00.

**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 Hybrid Tuesday, March 15, 2022, in the Selectboard room at the Leicester Town Hall 3 Washburn Sq. Leicester, MA @ 7:00 PM. Seconded by Chairman Bergin. All in favor. Approved.

**X. ADJOURNMENT**- Commissioner Lemieux motioned to adjourn the meeting. Seconded by Chairman Bergin. All in Favor. Approved. Meeting adjourned at 8:12 P.M.

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