

BOARD OF COMMISSIONERS' MEETING
Virtual MEETING MINUTES
September 21, 2021
7:00 P.M.
CHERRY VALLEY & ROCHDALE WATER DISTRICT

- I. CALL TO ORDER - The meeting was called to order by Chairman Bergin @ 7:02 PM

The following were in attendance:

Kevin Bergin, Chairman	3 - Subscribers & LCAC
Arthur E.J. Levesque, Commissioner	
Benjamin Morris, Superintendent	
Robert H. Lemieux, Sr., Commissioner	
Jennifer Wood, Treasurer	
Cheryl Balkus, Clerk	

- II. **District Member Forum** – There were no questions or comments from the listening audience or the commissioners during the District Member Forum. Commissioner Levesque motions to suspend the District Member Forum. Seconded by Chairman Bergin. All in Favor. Approved. The forum ends at 2 minutes and 13 seconds.

III. **APPROVE MINUTES**

- A. **August 24, 2021 Meeting Minutes** – Commissioner Levesque motioned to approve the minutes of August 24, 2021, Meeting Minutes. Seconded by Chairman Bergin. All in Favor. Approved.

IV. **FINANCE**

- A. **Approve, August 30, 2021 Warrants** – Commissioner Lemieux motions to approve the August 30, 2021 warrants. Seconded by Chairman Bergin. All in Favor. Approved.
- B. **Approve, September 6, 2021 Warrants**- Commissioner Levesque motions to approve the September 6, 2021 warrants. Seconded by Chairman Bergin. All in Favor. Approved.
- C. **Approve, September 13, 2021 Warrants** – Commissioner Lemieux motions to approve the warrants of September 13, 2021. Seconded by Commissioner Levesque. All in favor. Approved.
- D. **Approve, September 20, 2021 Warrants** – Commissioner Levesque motions to approve the warrants of September 20, 2021. Seconded by Chairman Bergin. All in favor. Approved.
- E. **FY 21 Budget Transfer** – Commissioner Lemieux motions to the transfer of \$682.19. \$71.00 from the subcontractor line item to the license fees. \$389.28 from the subcontractor line item to the legal advertisement line item. \$221.91 from subcontractor line item to miscellaneous. Seconded by Chairman Bergin. All in favor. Approved.

Per the Superintendent this is to offset line items that went over budget. There was a surplus from this line item to balance the other line items.

V. ADMINISTRATION – Nothing to Report

VI. Operations

- A. Superintendent's Report –** Per the Superintendent an update of the Grindstone Well. On the call is Paul Howard the District Engineer for this project of Tata & Howard. At the prior meeting was discussion of us doing some of the work. We had some unexpected situations that have come up and in the next two months concerned that if this continues may need to hire an outside contractor if we are not available. Per Paul Howard, \$30,000 in labor \$7,000 in materials. The 190 feet of piping can be ordered now and is a real issue. If the Superintendent orders it this week will have it in the next two weeks. If we do not do this now may not see any other pipe till February. The escalation with pipe and steel is 40% increase in cost. Recommends that we order and hold it and we will break this out of the project. A majority is being done in the pump station and will probably save between \$5,000-\$10,000 on the order and recommends in doing this. Bidding going to Central Register tomorrow for 9-29 award by early November with construction to start in December and ready to start up in May. We do not want to keep delaying with the increase of materials. Commissioner Lemieux asks Paul how much of an overrun are we anticipating for the project. Per Paul right now we are not but won't now till bid but based on estimate we are in budget. Per Paul taking out this portion would not be detrimental to the project. Per Superintendent Morris speaking with a local contractor two weeks of work to get their equipment in and confident will not hold up the project at all. Commissioner Lemieux and Levesque also agrees. Subscriber Buteau agrees and an excellent recommendation. Per the Superintendent if the Commissioners are ok with this need a motion to take this portion out and do our selves. Commissioner Levesque motions to the change. Seconded by Commissioner Lemieux. All in favor. Approved.

Per The Superintendent it been a busy month with wrapping up valve exercising with some longer time of repair of gate valve boxes, truck broke down and borrowed one from the Highway Department. HydroTech was in last week and did 2/3rds of valves. 79 of them 30 remaining being finished up by end of week.

Moving on to fall hydrant flushing in October notices will go out with the bills.

Lead & Copper completed – waiting from the lab on what is left to file with MA DEP

VII. Communications

A. August 23, 2021 Customer Request Ukleja – This was previously discussed at the June 15, 2021 meeting with the following read by Chairman Bergin:

Commissioner Lemieux motions to deny her appeal. Chairman Bergin in favor of at least a partial reduction. Per Commissioner Lemieux as a real estate investor and landlord he knows what his bills are and what they cost him per month and as an individual that they know that a zero read is not accurate, and it is their responsibility to follow up on it. Doing nothing and waiting and then disagreeing when they get a bill. He stands by his motion to reject the appeal. They acknowledge that they received a bill, and the burden should not fall on the district staff. Commissioners Levesque and Lemieux motion to deny the appeal. Motion is passed to deny the appeal.

Ukleja, was not able to join the June 15, 2021 meeting & requested to be placed on the agenda to discuss with the Board of their decision.

After deliberation the Board and the Ukleja agreed to a \$250.00 adjustment and she has agreed to pay the remaining balance with the current charges until it is paid.

Commissioner Lemieux motions to the \$250.00 adjustment. Seconded by Commissioner Levesque. All in Favor. Approved.

VIII. PERSONNEL – Reason for tonight’s virtual meeting is that two vaccinated staff members contracted COVID. Office has been deep cleaned and is closed till 9-27-21.

IX. DATE OF NEXT MEETING

A. Approval of Next Meeting - Commissioner Lemieux motioned to hold the next Meeting as Hybrid and at the Town of Leicester Town Hall Tuesday, October 5, 2021 @ 7:00 PM. Seconded by Chairman Bergin. All in favor. Approved.

X. ADJOURNMENT- Commissioner Lemieux motioned to adjourn the meeting. Seconded by Commissioner Levesque. All in Favor. Approved. Meeting adjourned at 8:50 P.M.

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