

**BOARD OF COMMISSIONERS' MEETING
HYBRID MEETING MINUTES
December 7, 2021
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 4 - Subscribers & LCAC
Arthur E.J. Levesque, Commissioner
Benjamin Morris, Superintendent
Robert H. Lemieux, Sr., Commissioner - late
Jennifer Wood, Treasurer
Cheryl Balkus, Clerk

- II. **District Member Forum** – The subscriber in the meeting room, the on-line audience listeners and the Commissioners did not have any questions or comments. Commissioner Levesque motions to end the district member forum. Seconded by Chairman Bergin. All in favor. Approved. The forum ended at two minutes twenty-two seconds.

III. **APPROVE MINUTES**

- A. **November 2, 2021 Meeting Minutes** – Commissioner Levesque motioned to approve the minutes of November 2, 2021, Meeting Minutes. Seconded by Chairman Bergin. All in Favor. Approved.

IV. **FINANCE**

- A. **Approve November 8, 2021 Warrants** – Commissioner Levesque motions to approve the November 8, 2021 warrants. Seconded by Chairman Bergin. All in Favor. Approved.
- B. **Approve November 15, 2021 Warrants**- Commissioner Levesque motions to approve the November 15, 2021 warrants. Seconded by Chairman Bergin. All in Favor. Approved.
- C. Approve **November 22, 2021 Warrants** - Commissioner Levesque motions to approve the November 22, 2021 warrants. Seconded by Chairman Bergin. All in Favor. Approved.
- D. Approve **November 29, 2021 Warrants** - Commissioner Levesque motions to approve the November 29, 2021 warrants. Seconded by Chairman Bergin. All in Favor. Approved.

- E.** Approve **December 6, 2021** Warrants - Commissioner Levesque motions to approve the December 6, 2021 warrants. Seconded by Chairman Bergin. All in Favor. Approved.

The Summary of the warrants consisted of field supplies, Grindstone Project \$8,680.13 and \$38,454.00, City of Worcester \$35,173.50, technology, accounting fees, payroll, heat, postage, service agreements, telephone, lab work, subcontractor and insurances for a total amount of \$145,076.66.

- F.** November Bank Transfer – Commissioner Levesque motions to move from the water collections account \$56,120.76 to the sewer checking account. This is money collected on behalf of the sewer district. It is not the water district money; it does not impact rates it is their money to operate their business.

- G.** Treasurer Report - Approved Budget \$1,168,280.90

Revenue Received

Water Revenue \$94,338.73 Fiscal FY'22 Total \$533,626.86

SBA Rental & Solar Rental \$1,806.13 YTD \$7,224.52

Reimbursements \$36,967.73 YTD \$76,185.98

Liens \$674.70 YTD \$887.66

November Total: \$133,787.29 YTD \$617,925.02

Operating Expenditures

FY' 22 YTD Total: \$532,345.24

November Total: \$120,281.95

Balance before reimbursements \$635,935.66 after reimbursements \$712,121.64.

Other Payments

Loan Payt: Approved Amt: \$93,000.00 Pd Amt: \$ 59,172.00 Bal: \$33,828.00

Grindstone: Approved Amt: \$580,00 Pd Amt: \$226,551.69 Bal: \$353,448.31

Aged Receivables as of 11/30/2021

0-90 Days Past Due \$46,310.16 Over 90 Days Past Due \$9,646.00

Total \$55,956.16

V. ADMINISTRATION –

- A. 760 Pleasant St – Service Renewal –** Commissioner Levesque motions to approve the Service Renewal Application. Seconded by Commissioner Lemieux. All in favor. Approved.

VI. Operations

- A. Superintendent's Report –** Per the Superintendent the Grindstone expenses have been reviewed and the asphalt used to pay was applied to the field supplies line item to allow enough of a buffer of the project. The vessels to be filled with media sometime over the winter.

He met with the contractor to get measurements and get a timeline when project to begin.

He has been receiving notices from vendors regarding pipe, gravel, and labs of cost increases. We are going to have to pay close attention for the coming year especially when adding lab work. Commissioner Lemieux inquired if these are these temporary. Per the Superintendent with the lab, it appears it will be on going. It is typical we see an increase in January and this appears to be more, and we want to pay close attention moving forward of our budget season.

He has been working with the customer of the water service renewal that will involve a main shut off. We are awaiting a specialty part. Customers will receive a notice of a temporary water shut down.

Commissioner Levesque inquired how many people will be affected for the shutdown of the main. Per the superintendent there will be approximately 20- 25 houses effected. 4 hours max.

Subscriber Buteau asked if there is a preconstruction meeting for the well project. Per the Superintendent he confirmed and after them being on site this week they will be coming back for a preconstruction meeting. Subscriber Buteau to confirm that Tata & Howard to be fully engaged in the design – Per the Superintendent he believes so and will be having further conversation.

VII. Communications –

- A. Town Wide Study –** Per Superintendent Morris what we thought was to be the final meeting of the study with Weston & Sampson were the potentials of what to look at moving forward. There were more ways to improve efficiencies than to save costs. There were 9 options, next to go to the districts to move forward and a final report to be presented but was not provided a date of when this would happen. Per Chairman Bergin the meeting was held Nov 16, 2021 and what was stressed that there was really no huge savings. With each option there would be a modest amount of savings. They made it very clear that a merger would not reflect a large savings. From the CVRWD there could be a slight decrease and on the sewer side there would be a larger decrease. The other districts would likely see a large increase that does not include the upgrades. There is no silver bullet and will most likely hear from the Town Administrator and the select board after the final presentation is made. There was not a clearly defined answer.

Commissioner Lemieux also had the thought the same understanding with this last meeting that it was going to the final to the study. Per Chairman Bergin believes that they gave all the information to digest and then the last meeting will be to answer any questions. Per Chairman Bergin it is not a simple matter.

Greg Buteau what was clear to him that the presenter said to the selectboard that there is no silver bullet. Does not know what more that they can do. The RFP reads to lay out options and doing what is in the contract. Also, to clarify that each of the districts must agree and if this does not happen then it won't happen. He also states that there should be a final version of the entire study. Chairman Bergin suggests he follow up with the Town Administrator to see what they have.

VIII. PERSONNEL – Nothing to report

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, December 21, 2021 @ 7:00 PM. Seconded by Commissioner Levesque. All in favor. Approved.

X. ADJOURNMENT- Commissioner Lemieux motioned to adjourn the meeting. Seconded by Chairman Bergin. All in Favor. Approved. Meeting adjourned at 7:51 P.M.

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