

BOARD OF WATER COMMISSIONERS MEETING

January 10, 2024

AGENDA

MINUTES

December minutes

APPOINTMENTS

None

CORRESPONDENCE

None

TREASURERS REPORT

Financials

DISTRICT COUNSEL'S CORRESPONDENCE

None

Business MANAGER'S REPORT

Article 97 update

Spouse no deductible

SUPERINTENDENT'S REPORT

Pigeon hill booster update.

Salary budget.

Job posting.

Treatment plant.

Board of Water Commissioners meeting minutes
January 11, 2024

1. The meeting was called to order by Mike at 7:34am. Those in attendance were Mike Corda, Bob Frederico, Matthew Pearson (zoom), Ken Grew, Wendy Graves, and Dave Erickson. (1)
2. A motion was made by Ken to accept the minutes of the December 13, 2023 meeting. Second by Mike, Voted unanimously in favor.
3. **Appointments:** None
4. **Correspondence:** None
5. **Treasurer's report:** was read by Wendy. Motion made by Mike to accept, second by Bob, voted unanimously in favor.
6. **Business Manager report:** see attachment.
7. Matt spoke about insurance deductibles for retired employee's spouses, Commissioners voted to not allow spouses of retired employees to be able to apply for deductible reimbursement. Motion by Bob, second by Ken, voted unanimously.
8. **Superintendent Report:** New booster station should be here by the end of January.
9. We will be running an ad for a new operator by the end of this month.
10. Treatment plant update, capacity down investigating possible problem in the aeration tower this week.
11. Worcester street well will need to be pulled and looked at, pump test was done and is not pumping to capacity.
12. Salary budget, Matt and Adam will be working on the budget we will present salaries in the February meeting.
13. **Old business:** None
14. **New business:** None

Next Monthly meeting will be February 14, 2024 @ 7:30am

Meeting Adjourned by Ken second by bob voted unanimously @ 8:13am



David Erickson

BUSINESS MANAGERS REPORT
JANUARY 10, 2024

Article 97

1. Appraisal is ongoing by Foster Appraisal, Leominster, MA
2. Property survey is ongoing by Graz Engineering, Fitzwilliam, NH
3. Wetlands Flagging has been done, By Caron Environmental, Westmisnter, MA
4. Selectmen sent letter to local politicians regarding cost of PFAS cleanup and need to get Powerline Drive land leased to DisitRICT. Planning on sending another letter as we get closer to submitting the application tot the State.

Doris Drive Retaining Wall

1. CEI Engineers, Bolton, MA has been hired to submit Notice of Intent to Conservation Commission to replace wall with concrete blocks. They will do design and assist with construction oversight. Plan to replace wall in the summer.
2. Will need article on Annual Meeting warrant to fund wall replacement.
3. Borings are being done January 12th to determine soil conditions for base of wall.

State Revolving Fund applicvation

1. Tighe and Bond Engineers, Worcester, MA submitted our application in August for SRF funding. Which is a low interest loan with an interest rate from 0-2%.
2. State has awarded and put us on short list for \$23 million of funding.
3. This funding requires specific deadlines for voter approval, design and construction start.
4. Construction would start in summer of 2025.
5. Working on wording for \$23 million dollar article for Annual Meeting.

1. Sharon and I met with our Health Insurance consultant to setup a Medicare Plan for Ron and future retirees. Plan went into effect January 1st.
2. Dave, Adam and I met with our Insurance carrier and went over coverages and policies. Changes in the building replacement insurance was increased due to building costs. Vehicle insurance was reviewed and some corrections were made by Adam and Sharon to the schedule.

Follette Street Cell Tower request from Town

1. Reviewed lease agreement with Town and it is my opinion that they have no rights to put a cell tower in the lease area or near our lease area that may impact the solar array. A vote as such should be made by the Board and a letter sent to Planning Board. I drafted a letter based upon a no cell tower vote.

Budget Process

1. I will be working with Adam over the next few months to work on the budget for next year. Major changes will be the salary budget and DEBT potential due to PFAS. Pam Rybeck has given her notice and will be done the first of March. She will be available for fill in dates if needed. However, that pushes up the hire of Sharon's replacement. Both Sharon and I agree we should just hire a full-time position at this point to take over Pam's role and start training for Sharon's retirement in December.