

Minutes of the Meeting of the Board of Water Commissioners
Monday, December 14, 2020
Bell Hill Water Treatment Facility
14 Bell Hill Road
North Brookfield, MA 01535

Present: Tim Nason, Shiela LeBlanc, Scott Bombard, Rich Kennan and Kelly Valeri

Absent: None

The meeting opened @ 6:00 PM

Review and approve the minutes

Ms. LeBlanc made a motion to approve the September 14, 2020 minutes as written. Mr. Bombard seconded the motion. The vote to accept these minutes was unanimous.

Superintendent Report

- **RWPS** – The second pump rebuild at the Raw Water Pump Station is now complete.
- **New Meters** – New meters are being installed throughout town. There are approximately 125 installed. Installation appointments will resume after the first of the year.
- **Hydrant Flushing** – Hydrant flushing is complete.
- **Flow Tests** – Flow tests for the West side project were done. The water department assisted Lenard Engineering with this process.
- **SCADA** – The new SCADA system is 100% complete. Took a few weeks to complete. Happy to say everything is up and running great.
- **New Computers** – New computers have been installed in the office.
- **New Phones** – A new phone system was installed. The new phones are working ok at this point. However, we still have a DSL line here at the Water Department causing the phone reception to be distorted at times.
- **Propane Tank** – A new propane tank was installed at the Water Treatment Plant as the old tanks were 20 years old.
- **Zoom** – The Water Department now has access to training classes via Zoom. A new laptop was purchased and set up for these classes. Classes at this time are only being offered via online due to Covid.

- **Water Main Break** – There was a water main break on 27 Fullam Hill Rd. This was a big job. The guys did a great job!

New Business

Meters - Mr. Kennan discussed with the Commissioners the different meters that could be installed at the Elementary School, Vibram, etc. All were in agreement that the Water Department will pay for the meters and installation at these properties.

Succession Plan - Mr. Kennan discussed his recommendations for when he retires next year.

Elm Street Project – The Elm Street project was discussed and will be revisited in a future meeting.

Ed Thibeault – Ed Thibeault would like to extend his contract a year at a time. The BOWC agreed that year to year is fine. In doing so, Eddy will hold his same pricing for a year.

Meeting Adjourned at 7:03 pm

Respectfully Submitted,

Kelly Valeri
Administrative Assistant