

Minutes of the Meeting of the Board of Water Commissioners

Monday, May 19, 2014

Bell Hill Water Treatment Facility

14 Bell Hill Road

North Brookfield, MA 01535

Present: Tim Nason, James Kularski, John Thomasian and Steve Jones-Water Superintendent

Guest: Chris Tillotson, Mike Tillotson and Howard Tillotson

Secretary: John Thomasian

Meeting time: 6:00PM

1. Eagle Scout Chris Tillotson approached the BOWC to inquire about constructing handicap fishing deck at Doane Pond. The BOWC asked that the following requirements be made before they approved the project.

- A. The location of the deck should be located furthest from the dam
- B. Board of selectman approval
- C. Building inspector's requirements
- D. Conservation Commission approval and or requirements
- E. Access requirements
- F. Long term maintenance

A motion was made by Tim Nason and second by James Kularski to approve the eagle scout project once all the requirements were met. The vote was unanimous.

2. There was discussion of a possibly having a joint Administrative Assistant for the Water Department and Sewer Department. Both departments would split the hours of the Administrative Assistant (20/20). However the BOWC and Superintendent Jones felt the Water Department needs a dedicated 30 hours per week to complete the work duty of the Administrative Assistant.

3. The BOWC has decided to review all the resumes for the position of the Administrative Assistant. Mr. Jones will contact all applicants and indicate the hourly pay and benefits and have the applicants confirm if they are still interested in the position. All interested applicants will be interviewed on May 28, 2014 and May 30, 2014.

The Meeting adjourned at 7:16PM

