

**Minutes of the Meeting of the Board of Water Commissioners
Monday October 19, 2015
Bell Hill Water Treatment Facility
14 Bell Hill Road
North Brookfield, MA 01535**

Present: **Tim Nason, John Thomasian, James Kularski, Richard Kennan and Kristen Thacker, Administrative Assistant**

Guests: **Colleen McCaleb; 50 & 52 Ward Street**

The meeting opened at 6:00pm.

Review and approve the minutes

Mr. Thomasian made a motion and Mr. Nason seconded the motion to approve the minutes of the September 21, 2015 Board of Water Commissioners meeting. The vote to accept these minutes was unanimous.

Superintendent Report

Mr. Kennan stated that he would have liked to have started on the Stoddard Place project this fall however Mr. Kennan did not have the information he needed from the town account in time to submit to the to the Board of Selectmen to be placed on their agenda for the Annual meeting to be held in November 2015. Mr. Kennan stated that his hope is to have everything ready to go in early spring 2016 to be placed on the agenda for the Annual town meeting to be held in May 2016.

Mr. Kennan stated that the North Brookfield Water Department had two breaks that occurred on East Brookfield Road since the last meeting. Mr. Kennan stated that Ed Thibault and himself worked together to fix the breaks.

Mr. Kennan stated that the North Brookfield Water Department is still having some issues at the Water Treatment Plant at 14 Bell Road. Mr. Kennan stated that he had thought that the issue had been resolved a few weeks back when the North Brookfield Water Department had the PSI switch replaced. Mr. Kennan stated that he has been in contact with Brian Ford, from LCS, whom has worked with the North Brookfield Water Department and the SCADA system in the past to see if he can possibly determine the cause of this issue that still has not yet been resolved.

Mr. Kennan stated that a company called Scales came to the North Brookfield Water Treatment Plant. While here their findings were that the North Brookfield Water Department was in need of a new pump for the air lift compressor. Mr. Kennan stated that this pump has been ordered and will be installed in the near future.

Mr. Kennan stated that Mr. Christopher Connolly started employment as the Operator with the North Brookfield Water Department on March 30, 2015. Mr. Kennan stated that Mr. Connolly's probationary period was over on September 30, 2015. Mr. Kennan has evaluated Mr. Connolly for this period of time and has determined that as with all new employees, the training needed is quite extensive and hopefully Mr. Connolly can adapt accordingly to the North Brookfield Water Department's stringent program.

Colleen McCaleb

Ms. McCaleb came to the Board of Water Commissioner's with concern regarding her water bill that was due on September 2, 2015. Ms. McCaleb informed the board that she was told by Laurie, the North Brookfield Sewer Department's Administrative Assistant, that a fifty dollar payment that she had left in the drop box, outside of the town Collector's window, was applied to her sewer bill and not her water bill which is where she had wanted it to be applied. Ms. McCaleb informed the board that she wanted the \$40.00 in late fees and the interest removed from her water bill due to the fact that the \$50.00 was not applied to the account she wanted it to be applied to. The Board of Water Commissioners informed Ms. McCaleb that removing any "demand fees" and/or "interest" was against Massachusetts Law unless the Town Collector approved such request(s). Ms. McCaleb was not particularly happy with the response that the Board of Water Commissioners gave her. The Commissioner's informed Ms. McCaleb that she would have to go to the Town Collector to discuss any further action with her said request.

New Business

Mr. Thacker stated that water shut offs, due to non-payments, started today. Mrs. Thacker stated that there were approximately twenty seven (27) people on the list to be shut off, four of which were shut off today. The remaining customers will be turned off throughout this upcoming week.

Meeting adjourned at 6:37pm

Respectfully Submitted,
Kristen Thacker-Administrative Assistant

