

**Minutes of the Meeting of the Board of Water Commissioners**  
**Monday, July 10, 2017**  
**Bell Hill Water Treatment Facility**  
**14 Bell Hill Road**  
**North Brookfield, MA 01535**

**Present:**       **Jim Kularski, Tim Nason, Shiela LeBlanc, Rich Kennan and  
Administrative Assistant, Kelly Valeri**

**Absent:**       **None**

**The meeting opened @ 6:14 PM**

**Review and approve the minutes**

Mrs. Leblanc made a motion and Mr. Nason seconded the motion to approve the minutes of the June 12, 2017 Board of Water Commissioners meeting. The vote to accept these minutes was unanimous.

**Superintendent Report**

- **3<sup>rd</sup> Operator** - Mr. Kennan advised the board that Jamie Flamand has started his position with us. Jamie has been working on the readings for our upcoming billing cycle. He has been doing a great job and seems to be enjoying working here.
- **60 Prospect Street** – A pipe was hit while a contractor was performing work at the facility. Current service pipes had been marked out by Mr. Kennan prior to the Contractor digging. However, lines that were put in many years ago were not shown on any current maps that were available at the Water Dept. Unfortunately, this was the cause of the break/hit as there was no way of knowing the line was there. The break was repaired quickly and water was back on within a few hours.
- **Meter Reading** – Mr. Kennan informed the board that meter readings had started and were unfortunately going slower than anticipated. After the readings are complete, he will look into having the FC 300 gun serviced as Mr. Kennan is thinking it may just be the battery is no longer good in it.

**New Business**

- **Lenard Engineering** – Mr. Kennan gave a copy of the Lenard Engineering contract for Horse Pond Inspection to the board. Mrs. LeBlanc made a motion to submit the contract to the Board of

Selectmen for approval. Mr. Nason seconded the motion. The vote was unanimous to submit the contract to the BOS.

- **Review Ross Valve** – Mr. Kennan received the quote from Ross Valve for the work to be performed on Old East Brookfield Road. The commissioners were given a copy of the quote to review.
- **Components on Shelf in Back room** - Mr. Kennan brought up the many old components on the shelf in the back room. If they are broken, we can make a note on our current inventory list that the item was broken and thrown away.

**Meeting Adjourned at 6:41 pm**

Respectfully Submitted,  
Kelly Valeri, Administrative Assistant