

Minutes of the Meeting of the Board of Water Commissioners
Monday, April 8, 2019
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 @ 6:00 PM

Review and approve the minutes

Ms. LeBlanc made a motion to approve the minutes as written. Mr. Nason seconded the motion to accept the minutes of the March 11, 2019 Board of Water Commissioners meeting. The vote to accept these minutes was unanimous.

Discuss High Water Use for Urban League

- Mr. Kennan explained Henry Thomas had initially planned to attend the BOWC meeting tonight to discuss his very high water bill for Camp Atwater. Since discussing the issue with our Water Superintendent, Rich Kennan, the bill has been paid and a plan for rectifying the cause is underway.

Superintendent Report

- **DEP Letter** – Mr. Kennan informed the Commissioners that he had finally received the letter from DEP stating our plant status will remain a II. A copy of the letter was supplied to the Commissioners.
- **Horse Pond**- There has been a lot of cleaning and brush cutting up at Horse Pond. The operators have done a fantastic job! It's looking great!
- **Watershed Protection Bylaws**- Mr. Kennan explained to the Board he is preparing a process to begin implementation of the watershed protection bylaws. He will need to hold a hearing first. The original watershed protection is still good, however Mr. Kennan will make an update to it and then submit to DEP.
- **Mid April Repairs** – The Operators and Mr. Kennan will be working with Ed Thibeault in a couple of weeks to repair a service leak on Ward Street. They will also be replacing a hydrant on Hillsville that was hit over the winter.

- **Solitude Agreement** – The BOS approved the Solitude pond treatment agreement. A copy of the signed agreement was available for the Board to look over.
- **Amazon** – The Water Department now has an Amazon account. This is a very good source for parts.

New Business

- **Discuss fee for copies of bills** – Mr. Kennan explained to the Board we are currently mailing several copies of bills to tenants or other parties for the actual homeowners. Mass General Law states that we are to bill the owner of the property. We do not have the responsibility of mailing copies to tenants, etc. This is the responsibility of the owner of the property. Mrs. LeBlanc made a motion to send a letter to current owners stating as of July 1, 2019 copies of bills will no longer be sent by the Water Department. Only the owner of the property will receive a bill. Mr. Nason seconded this motion. The vote to accept this motion was unanimous.
- **Tax Title** – A brief discussion was held on the homes going up for Auction in the town. Due to these homes being a Tax Title Sale, Mr. Kennan wanted to know why, when the homes sell, the water department wouldn't receive the monies owed for the outstanding water bill. He informed the Board he would call Ann Janette for more information on this process.
- **WWTP Agreement** – Mr. Kennan had talked with Mr. Nyberg, Sewer Superintendent, regarding the current water/sewer agreement coming up. Mr. Kennan explained to Mr. Nyberg as far as he was concerned if Water takes on the billing that will resolve the contract between the departments. There would be no monies paid by water to sewer. That money would be put back into the water department budget for billing expenses, such as paper, ink, postage, etc. The Board of Water Commissioners is waiting for a reply to the letter sent to the Selectmen with specifics on this billing issue. Once specifics are known, the Board can then vote on whether or not to accept the billing responsibilities from the Sewer department. A letter will be sent to the Selectmen asking for such information.

Meeting Adjourned at 6:44 pm

Respectfully Submitted,

Kelly Valeri
Administrative Assistant