

Minutes of the Meeting of the Board of Water Commissioners
Monday, July 8, 2019
Bell Hill Water Treatment Facility
14 Bell Hill Road
North Brookfield, MA 01535

Present: Tim Nason, Shiela LeBlanc, Scott Bombard, 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 May 13, 2019 minutes as written. Mr. Nason seconded the motion. The vote to accept these minutes was unanimous.

Superintendent Report

- **Large Repair Bill-** Mr. Kennan gave the Board Members a copy of a repair quote from Westech for repairs coming in August. Westech will be assisting our Operators on replacing grates, screens, nozzles and gaskets in both clarifiers as the grates have corroded to the point of potential breakthrough of media through the filters. This is something that has to be done. The repair will be paid for out of the Water System Improvement account and will probably need to be replenished from the Water Retained Earnings account in the Fall.
- **Meter Readings-** The meter readings have begun for the Fall billing cycle. Readings are moving along slowly as there are still software issues that were not resolved from the last billing cycle. Mr. Kennan asked that the Board of Water Commissioners review the letter from the Board of Selectmen regarding their position on billing. All billing duties will be assumed by the Water Department moving forward.
- **Hydrant Replacements-** Mr. Kennan informed the Board there are two fire hydrants that will be replaced. One on Shore Rd. and one on Green Rd. He plans on replacing those on July 9th and 10th with Ed Thibeault.
- **RWPS and WTP Projects** – The Raw Water Pump Station and Water Treatment Plant projects are both complete. The cost was \$6000.00 less than anticipated so that balance will go back into the Water Retained Earnings account.
- **Planning Board Meeting** – Mr. Kennan will be attending the July Planning Board Meeting to follow up on implementing watershed bylaws.

- **Water Hammer** – There have been a couple of issues with water hammer causing some damage to infrastructure at the end of E. Brookfield Road. Mr. Kennan has not been able to find the source yet but is continuing to monitor the situation.

New Business

- **Loan Obligation** – Mr. Kennan informed the Board that the loan obligation will end FY2020 at which point he would like to use the monies for System Improvement. His plan is to install pipe from Elm Street to Ward Street for a second feed to the lake. Right now there is one feed down Ward. This should help with flow issues in that area of town.
- **New Metering System** – The current metering system in place for reading meters is going on 17 years old. It is getting antiquated. A new metering system should be looked at in the near future.

Meeting Adjourned at 6:29 pm

Respectfully Submitted,

Kelly Valeri
Administrative Assistant