

**Minutes of the Meeting of the Board of Water Commissioners**  
**Monday, September 11, 2023**  
**Bell Hill Water Treatment Facility**  
**14 Bell Hill Road**  
**North Brookfield, MA 01535**

**Present:** Tim Nason, Christopher Caputo, Patrick Gustafson, Jamie Flamand and Kelly Valeri

**Absent:** None

**The meeting opened @ 6:00 PM**

**Review and approve the minutes**

Mr. Caputo made a motion to approve the July 17, 2023 minutes as written. Mr. Gustafson seconded the motion. The vote to accept these minutes was unanimous.

**Vote on Board of Selectmen Policy** – Mr. Flamand explained to the Board of Water Commissioners of a policy that was recently put in place by the Board of Selectmen. This policy was asking that any department seek prior approval of the Selectmen before making a purchase of \$100 or more. The water department is an enterprise fund, as Tim Nason stated and he did not see the need to seek prior approval. After a brief discussion, Mr. Gustafson made a motion to not seek prior approval from the Board of Selectmen when making purchases of \$100 or more. Mr. Caputo seconded the motion. The vote by the board was unanimous.

**Superintendent Report**

**Water Meter Installations** – The water department is nearing completion of the new water meter installations throughout town. There are approximately 200 left to go. The water operators are now going door to door to get the last of the meters installed. If the resident is not home a notice is left asking them to call the Water Department to schedule the installation. This seems to be working well.

**Green Gold Meter Replacement** – Green Gold replaced their 3” meter on Saturday, September 9<sup>th</sup>. To do this, water to Winter Street had to be temporarily shut off. Notices were handed out to the residents on Winter Street to notify them of the temporary interruption.

**Flat water rate** – Mr. Flamand would like to discuss a flat water rate for all water users that do not have the new water meter installed by our next billing cycle of January 2024. The other option would be shutting off water service to these users. Further discussion will take place in the upcoming months as the next billing cycle approaches.

### **New Business**

None at this time.

Mr. Nason made a motion to adjourn the September 11<sup>th</sup> BOWC meeting. Mr. Gustafason seconded the motion. The motion to adjourn the meeting was unanimous.

**Meeting Adjourned at 6:20 pm**

Respectfully Submitted,

Kelly Valeri  
Administrative Assistant