

Minutes of the Meeting of the Board of Water Commissioners
Monday, December 18, 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 @ 5:00 PM

Review and approve the minutes

Mr. Nason made a motion to approve the November 20, 2023 minutes as written. Mr. Gustafson seconded the motion. The vote to accept these minutes was unanimous.

Vote on Proposed Amendment – There was a vote to amend the current water billing information Chapter 9, Section 6. The amendment was to include “In the event of a non-functioning curb stop which results in the inability to shut off water service to a residence, the reinstatement fee shall apply.” After a brief discussion a motion was made by Mr. Caputo and seconded by Mr. Gustafson to include the amendment to the current water by law. The vote was unanimous.

Vote on Proposed Flat Water Rate – There was a proposal to use a flat water rate for any water users that do not have a new water meter by the time new billing software is installed. Flat water rates were determined by using an average water usage of 80 gpd and number of bedrooms in the home. After a brief discussion Mr. Nason made a motion to accept the flat water rates. The motion was seconded by Mr. Gustafson. The vote to accept was unanimous.

View and approve Superintendent’s new contract – Mr. Flamand shared his proposed new 3 year contract to the BOWC. After a brief discussion, Mr. Nason made a motion to accept the new 3 year contract. Mr. Caputo seconded the motion. The vote to accept the contract was unanimous.

Superintendent Report

Water Operator – One of our Water Operators is taking time off to enjoy his new baby. He is working Fridays and Saturdays during this time to help out the department. The Board of water commissioners want to congratulate Robbie and his wife on the birth of their daughter!

Water leaks – Mr. Flamand informed the Board of a couple of small water leaks that are continuing. One is on Lakeview Ave and the other is on Birch Street. He is expecting both to be simple fixes. Weather has not been cooperating when he has the digs scheduled. He is hoping to get a few mild days in January to get these fixed.

FY25 Budget – A copy of the preliminary FY25 Budget was given to the Board members to take home and look over.

New Business

None at this time.

Mr. Caputo made a motion to adjourn the December 18th BOWC meeting. Mr. Gustafson seconded the motion. The motion to adjourn the meeting was unanimous.

Meeting Adjourned at 6:28 pm

Respectfully Submitted,

Kelly Valeri
Administrative Assistant