

BOARD OF WATER COMMISSIONERS MEETING

February 11, 2025, at the Water Department office

PRESENT WERE: Board of Water Commissioners, Chairman David Mason, Commissioners Peter Myrbeck and Steve Whitmore. Also present: Superintendent Sean Anderson, Assistant Superintendent Ron Tivey, Fire Chief Christopher Beal and Prudential Chairman Bill Jones.

- Meeting called to order at 5:00 PM
- Warrants to be signed.
- Commissioner Myrbeck asked for a **motion** to accept the January 14, 2025; minutes as written. Commissioner Whitmore **motioned to accept** and **passed unanimously**.

ANNUAL MEETING

- Annual Meeting May 14th
- Annual Report: Resolution to Evelyn Bassett for 24 years of service on the Board of Water Commissioners.

DRAFT FY 2026 Annual Budget

- Serviceman III position: Superintendent Anderson and Assistant Superintendent Tivey proposed the need for a serviceman III position at the January 14th meeting.
- Chairman Mason does not think its correct timing to make a motion to approve this position.
- Commissioner Whitmore asked for a **motion** to move budget to Prudential in Fiscal 2026 Commissioner Myrbeck **motioned to accept** and **passed unanimously**.

WILKENS PHASE II

- Adequate Fire Flows for second phase at Wilkens. 12" main from tank 3 to their project.
- Water balance program: 465 bedrooms at 110 gallons a day for title 5.
= 51,150 gallons per day. \$20.00 per gallon = \$1,023,000 in mitigation fees.
- Wilkens has asked if we can waive the connection fees:
4" Connection \$10,000 fee 6" Fire suppression \$10,000 fee
- The commissioners did not have a **motion** to waive the connection fees based on the Wilkens question if the connection fees are part of the water balance program.

PERSONNEL POLICY

- HR Solutions putting together a new Personnel Policy that will be ready in about a month
- Policies are being added that we did not have in the past

NATURAL GAS EASEMENT – NEW TREATMENT PLANT

- Easement: Gas company to install a new line into treatment plant and wells 2 & 5.
- Granting National Grid an easement of natural gas on our property because it services wells 2 & 5.
- Chairman Mason suggests Chuck Sabot look at verbiage of easement for protection of the water department.

CAPITAL PROJECTS UPDATE

- We received another installment of \$609,954.56 from the grant we were awarded. Total to date \$2,162,988.35 Which leaves \$225,011.00 remaining.
- Treatment Plant update Bisco building subs have been working on process piping, raw water piping, wash water piping, treated water piping. February 18th Mahr services is going to be out at well 5 for the well redevelopment.
- Well 5 will be down 3 to 4 weeks coordinating with the fire department.
- Completed and submitted the Tier 2 chemical reporting
- Two water main breaks one on Bayberry Lane and one on Commerce Road.
- Superintendent Anderson working on Annual Stat report for DEP due end of March.

- Optional Meter request for a property that is on town sewer and has an irrigation system. Commissioner Whitmore asked for a **motion** to approve the optional meter so the customer saves on their sewer bill. Commissioner Myrbeck **motioned to accept** and **passed unanimously**.

MATTERS NOT REASONABLY ANTICIPATED BY THE CHAIR

Commissioner Myrbeck **motioned** to adjourn the meeting. The meeting was adjourned at 6:00p.m.

Respectfully Submitted,

Dawn H. Woodward