

BOARD OF WATER COMMISSIONERS MEETING

June 11, 2024, at the Water Department office

PRESENT WERE: Board of Water Commissioners, Chairman Mason, Commissioner Stephen Whitmore and Commissioner Peter Myrbeck. Also present: Superintendent Sean Anderson, Fire Chief Christopher Beal, Precinct 1 Town Councilor Gordan Star and Resident Steve Rizzo and Marie Rizzo.

- Meeting called to order at 2:30 PM
- Warrants to be signed.
- Chairman Mason asked for a **motion** to accept the April 9, 2024; minutes as written. Chairman Whitmore **motioned to accept, seconded** by Commissioner Mason, and **passed unanimously**.

ON CALL PAY / SALARY ADJUSTMENTS

- Preparation for the 2025 budget salary survey on call pay was on low end of pay scale. Superintendent Anderson suggested increasing the on call from \$275.00 to \$350.00 a week starting July 1st.
- Commissioner Whitmore **motioned to accept, seconded** by Commissioner Mason, and **passed unanimously**.
- Superintendent Anderson suggests 14% pay adjustment for 2025. Increase the salaries across the board by 14% except for the new hire.
- Commissioner Myrbeck asked for a **motion** to accept the 14% increase in pay except for the new hire. Chairman Whitmore **motioned to accept, seconded** by Commissioner Mason, and **passed unanimously**.

WATER CONNECTION FEES

- Increase in Service Connection and improvement charges. Commissioner Mason suggested getting more information on this and adding it to the July Agenda.

COLLECTOR / OFFICE MANAGER RETIREMENT

- Collector Kim Vermette is retiring July 8th after 18 years at the BFDW.
- Superintendent Anderson recommends making Dawn Woodward acting Collector/Office Manager at Kim's retirement. Commissioner Whitmore suggested promoting Dawn since she has been training and is qualified for the position.
- Chairman Mason made a **motion** contingent upon discussion of salary. Commissioner Whitmore **motioned to accept, seconded** by Commissioner Myrbeck and **passed unanimously**.

WATER DEPARTMENT HOURS OF OPERATION

- Field hours are 8:00am to 4:30pm. MCO and Backflow appts are needed earlier. Superintendent Anderson recommended changing hours from 7:30am to 4:00pm. Commissioner Whitmore **motioned** to change the hours to 7:30am to 4:00pm. **Seconded** by Commissioner Myrbeck and **passed unanimously**.

OAKMONT PROPERTY

- Chairman Mason had a meeting last week to look at the Oakmont property and to look at all the parcels involved. One of the property's has been difficult to reach and owes \$150,000 in taxes.
- The Fire District owns Parcel 175. BFDW is inquiring about a second property to add to the existing 10.76 acres for the potential of a future well. Reached out to owners of property we think we would use next to Parcel 175 asking if they would have interest in selling.
- Looking into the ability to put in 3 test wells to see if there is adequate water supply.

CAPITAL PROJECTS UPDATE

- Fiscal Year 2024 operating budget is at 91% spent of 94% of the year.
- Finished Spring Flushing.
- Hydrant on Shootflying Hill Road/Rte. 132 has been fixed and has returned to service.
- Hydrant that was hit on Indian Trail Road will be replaced on June 24th.
- Treatment Plant Update: New Septic Permit has been issued at wells 2 and 5. The Building Permit was granted.

Chairman Whitmore **motioned** to adjourn the meeting. The meeting was adjourned at 3:25p.m.

Respectfully Submitted,

Dawn H. Woodward