

## BOARD OF WATER COMMISSIONERS MEETING

January 9, 2024, at the Water Department office

PRESENT WERE: Board of Water Commissioners, Chairman Mason and Commissioner Stephen Whitmore and Commissioner Evelyn Bassett. Prudential Committee Member Bill Jones. Also present: Superintendent Sean Anderson, Fire Chief Christopher Beal and Resident Steve Rizzo.

- Meeting called to order at 2:30 PM
- Warrants to be signed.
- Superintendent Anderson asked for a **motion** to accept the December 12, 2023; minutes and executive minutes as written. Commissioner Bassett **motioned to accept, seconded** by Commissioner Whitmore and **passed unanimously**.

### BYLAW REVIEW

- Chairman Mason mentioned the Bylaw Committee met on January 4<sup>th</sup> to discuss how to address having an individual on one of the committees that can't perform his/her duties. Chuck Sabatt is going to put something together in writing on how to deal with this moving forward.

### SALARY SURVEY REVIEW

- Superintendent Anderson put together a Salary Survey to compare what the salary comparison is in the private sector to help understand why the BFD is not getting many applicants for the Service Technician II position and what we need to do to be more competitive.
- Size of systems 0-10,000 population the average budget is 1.3 million and we are at 800,000.
- Comparing Salaries of office staff, Health Insurance Plans, Hourly Rates for treatment and distribution.
- Two possible candidates interested in the Service Technician II position.
- Chairman Mason asked Superintendent Anderson to put together a proposal of salary recommendation based on the salary survey.

### DRAFT CAPITAL PLAN

- State Bid Quote from Liberty Chevrolet to replace Truck. Quote is for a 2025 2500, 4wheel drive, regular cab for \$89,143.33.
- 1.25 million for commerce project.
- Iron and Manganese removal pilot study for wells 3 and 4.
- Fiscal 2027 Well 3 has high iron because of its wear over each year. Looking to perform a feasibility study to get a satellite well right near existing well for \$450,000.

### CAPITAL PROJECTS UPDATE

- 2024 Operating Budget 50% spent through 50% of the fiscal year.
- Working on renewing one of FCS Licenses
- Hydrant hit on Shoot Flying Hill Road will follow up on reimbursement to fix hydrant.
- Working with Ron on the Federally Mandated Tier 2 Hazardous Chemical Inventory Reporting that is due every year. Workshop January 17<sup>th</sup> to review changes from 10:30-12:30.
- Superintendent discusses a Water balance program and distribution.

### MATTERS NOT REASONABLE ANTICIPATED BY THE CHAIR

#### **Optional Meter Request:**

- 1526 Hyannis Road asking for an optional meter request (deduct meter.) House is on sewer and wants to save on the water going into the ground.
- Commissioner Whitmore **motioned** that we approve the deduct meter. Chairman Mason **seconded the motion** and **passed unanimously**.

- Prudential Committee Member Bill Jones spoke on the Needs Committee and the ideas they have on a new water department building and fire station.
- 1. A municipal building on the land of the BFD Water Department and possibly buying land next door to build a new water department and fire station.
- 2. The water department to move to existing fire station and designate space for a community meeting room. Fire Station would move to the land of the existing water department.
- Resident, Steve Rizzo is working on space options for the Fire and Water Department.

Chairman Mason **motioned** to adjourn the meeting. The meeting was adjourned at 3:50p.m.

Respectfully Submitted,

*Dawn H. Woodward*