

## BOARD OF WATER COMMISSIONERS SPECIAL MEETING

February 28, 2024, at the Water Department office

PRESENT WERE: Board of Water Commissioners, Chairman Mason and Commissioner Stephen Whitmore and Commissioner Evelyn Bassett. Also present: Superintendent Sean Anderson, Assistant Superintendent Ron Tivey and Service Man I Scott Heaslip.

- Meeting called to order at 2:30 PM

### FISCAL YEAR 2025 ANNUAL BUDGET

- Superintendent Anderson suggested a 14% increase in pay for everyone since the new hire will be making more money than the job was posted for. We need to be competitive with the market.
- Collector, Kim Vermette granted sick time buy out due to retiring in July.
- Superintendent Anderson suggested increasing from \$275.00 to \$350.00 for the Service Man on-call.
- Commissioner Bassett questions stand-by pay rate. Superintendent Anderson said stand-by is a set rate per week to be on call for the week as well as any over-time past working 40 hours.
- Superintendent Anderson suggested that when we bring gas to our new treatment building, bring it to our existing facilities and generators as well.
- Repair maintenance.
- Commissioner Whitmore made a **motion to accept** the fiscal budget. **Seconded** by Commissioner Bassett and **passed unanimously**.

### WATER BALANCE PROGRAM

- An exemption for any single-family house meant for subdivisions and commercial.
- Every gallon of water you use you will find a gallon of water of savings in our system.
- The Water Balance Program will conserve money and water.
- If you don't you will pay a litigation fee which will be about 10.00 per gallon per day.
- Commissioner Whitmore **moves to approve** the water balance program and the review of the policy revision that is going to incorporate the water balance program. Commissioner Bassett **seconded** the motion and **passed unanimously**.

### CAPITAL PROJECTS UPDATE

- The town council president sent out an email requesting attendance from someone from the Board of Water Commissioners to do a presentation on what measures are being done to secure water and the future water supply.
- The board and Superintendent agreed it was not enough time to put something like this together and they were asking for a lot of information.
- Loan forgiveness of 31.6% it equals over 2.2 million dollars which will bring cost of project down.
- New Treatment Update: Code changed as of December 2023. Requiring a bathroom
- Sanitary Survey 2/29/24

### TIME OFF POLICY – PARENTAL LEAVE

- Job security when out for parental leave.
- Board approved Service Man I Scott using sick time to cover his parental leave.

### SERVICE TECHNICIAN II – OPEN POSITION – WILLIAM THEURET

- Commissioner Whitmore **motioned** to hire William Theuret at \$28.50 per hour **seconded** by Chairman Mason and **passed unanimously**.
- Superintendent recommended 2 weeks at the hire of the position and after a year of employment will get 3 weeks.
- Superintendent will reach out verbally to make an offer to William Theuret and ask for Cori and physical.

Chairman Mason **motioned** to adjourn the meeting. The meeting was adjourned at 3:40p.m.

Respectfully Submitted,

*Dawn H. Woodward*