

**BOARD OF WATER COMMISSIONERS  
MARCH 24, 2010  
MEETING ROOM 105**

**OPEN SESSION**

Present: Dennis Ferreira, Jeff Weise, Jared Adams, Doug Valovcin, Ron Sharpin

Carl Damigella, Selectman, arrived at 6:30pm.

**Meeting began at 6:30pm.**

**MOUNT HOLLIS STORAGE TANK**

The Cutler Heights development has been notified to “lighten the load” for blasting on the property due to the close proximity of the Mt. Hollis Tank. They have agreed.

Pat Duffey, Board of Health member, arrived at 6:35pm.

The board discussed the complaint that water from the Oak Street tank washing out his driveway from an Underwood Road resident. Mr. Valovcin has already inspected the situation earlier and found no problem. Mr. Sharpin invited the homeowner to attend a BWC meeting.

**CELLULAR ANTENNA REQUEST FOR PROPOSAL**

There will be a pre-bid meeting on April 12, 2010. MetroPCS is re-bidding on the RFP. The bid opening will be on April 30, 2010.

**WELL #7 – STATUS**

Mr. Damigella reported that a letter has been sent to Senator Kerry and Representative Carolyn Dykema.

**DEP NOTICE OF DETERMINATION – WELL #2**

Kirsten Ryan of SEA will be reviewing Well #2 tomorrow.

Mr. Sharpin distributed the schedule that will be submitted to DEP. DEP will then develop a consent order with a schedule.

**WELL #4 – ACTION PLAN**

SEA is submitting a proposal plan to DEP to do a pumping test.

Kirsten Ryan of SEA will be inspecting Well #4 tomorrow.

The BWC reviewed Task#1 and Task#2 (see BWC meeting minutes of February 24, 2010). Mr. Valovcin will request that Ms Ryan to determine the EXACT location of the Task #2 well which is outside the 250ft radius of the current Well #4.

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Both Mr. Weise and Mr. Adams want the Task#2 well to be investigated now rather than later.

The Annual Statistical Report is due April 2010.

### **WATER TANK REPAIRS BIDS**

Bids for Water Tank Repairs are due March 30, 2010.

There are only a few items left on the "punchlist" for the repairs on the Oak Street and Mt. Hollis tanks.

### **NEW ENGLAND WATER WORKS CONFERENCE**

There will be a conference on March 30 and 31, 2010 at the New England Water Works.

### **WATER BILL INSERTS**

The next water bill will be sent on April 15, 2010 for water usage of January, February, and March 2010.

The following will be included in the mailing of the bills:

- Backflow device inspection

- Water ban possibility this Spring and Summer

- Notice to forbid tamper of MTU device on property

### **KP SYSTEMS – METER REQUEST**

KP Systems continues to send small batches of new meters to the Water Department.

More are expected in the upcoming months.

There has been no response to the letter that was previously sent to KP Systems.

### **PERSONNEL – STATUS**

Daniel Berthelette started as the new Systems Operator on March 8, 2010.

Mr. Sharpin reported that Gary Haines, Sr. has not yet returned to work. Results from tests by a specialist will be sent to the Water Department.

Jack Merrill, Special Town Counsel, arrived at 7pm.

Paul LeBeau, Town Administrator, arrived at 7pm.

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Mr. Adams made a motion: **“Motion to go into EXECUTIVE SESSION to discuss  
On-going litigation”**

**Mr. Weise seconded the motion.**

**Mr. Ferreira voted “AYE” to the motion.**

**Mr. Weise voted “AYE” to the motion.**

**Mr. Adams voted “AYE” to the motion.**

Mr. Damigella and Ms Duffey left at 7:00pm.

**EXECUTIVE SESSION began at 7:00pm.**

**EXECUTIVE SESSON ended at 7:45pm.**

**OPEN SESSION** – began 7:45pm

**BUDGET FY 2011**

Mr. LeBeau announced that there is a new guideline for the FY2011 budget. Instead of 3% decrease, the new guideline is .75%. The new total for the Water Department is now \$2,226,165.00

He reminded the board that there was a March 15, 2010 deadline for Town Meeting articles.

Mr. Ferreira suggested an article that would allow the board to sell the old meters and use the money to purchase new meters.

Paul LeBeau left at 7:50pm.

The board reviewed the FY2011 OPERATING BUDGET PROPOSAL with Mr. Sharpin. They made adjustments to several line items during the process.

Mr. Sharpin will send the adjusted budget to the Finance Committee. The board will be meeting with the committee on March 30, 2010.

**EASEMENT TO MT. HOLLIS TANK – STATUS**

Bill Mayer, Town Counsel, will be called to facilitate the easement issue on Fairlane Way. The board agreed that the issue should be resolved soon.

**MINUTES REVIEW**

No minutes were reviewed at the meeting.

**INVOICES AND CHANGE ORDERS**

Invoices and change orders were signed at the meeting.

Mr. Weise made a motion: **“Motion to adjourn”**

**Mr. Ferreira seconded the motion.**

**Mr. Weise, Mr. Adams, and Mr. Ferreira voted in favor of the motion.**

The meeting adjourned at 8:50pm.

**Next BWC meeting – Wednesday, April 7, 2010 at 6:30pm**

Respectfully submitted,

Tricia Keating

Clerk

Approved 4/21/10 as written

## **Board of Water Commissioners Meeting**

**March 24, 2010**

*(Meeting to start at 6:30 PM in Room #105)*

- **Public Comments - (6:30- 6:45)**
- **Mt Hollis Tank easement-status – (6:45)**
- **Cellular Antenna – Status - (6:50)**  
\*RFP-due April 2<sup>nd</sup>
- **Well #7-status-(6:55)**
- **Executive Session – Jack Merrill – (7:00-7:45)**
- **DEP Notice of Determination-Status- (7:45-8:00)**  
\*Well #2-Action Plan-status
- **Well #4 – status - (8:00-8:15)**  
\*Action Plan – status
- **Prepare for meeting with the Finance Committee – (8:15-9:15)**
- **Water Department Activities – (9:15-9:30)**  
\*ASR – due April  
\*Water Tanks Repairs – bids due March 30<sup>th</sup>  
\*NEWWA Conference – March 30-31<sup>st</sup>  
\*Bill Inserts  
\*MTU request - status  
\*Staffing-status
- **Invoices and Minutes – (9:30-9:45)**
- **Adjourn –(9:45)**

**Next BWC Meeting** – April 7, 2010 @ 6:30PM @ Town Hall