

**BOARD OF WATER COMMISSIONERS
SEPTEMBER 11, 2013
MEETING ROOM 014**

Present: Brian Antonioli, Dave Keating, Jared Adams, Doug Valovcin

Present: Bill Dowd, Jay Leary

MEETING began at 6:00pm.

PUBLIC COMMENT

WATER BILL – 215 Rolling Meadow

Tom Scanlon of 215 Rolling Meadow Drive appeared before the board to ask for relief for his April/May/June 2013 water bill. He requested that his water bill be reduced from TIER4 to TIER1 water usage rates because there is no reason for him to have used the water during the month of May16, 2013 through June 17, 2013. Mr. Scanlon has an irrigation system which was turned on in April 2013, but he does not use the system. He also has a pool, but has not filled it this Spring.

Mr. Valovcin explained mechanics of the water meter, explaining that the meter registers water that flows into the house. Since the high water usage stopped in June, it is difficult for the Department to determine the cause now. He suggested that the water meter be removed and tested by an independent company. A new meter would be installed at Mr. Scanlon's house.

Mr. Scanlon was asked to call the Water Department Office next week to set up an appointment so that Water Department could remove the old meter and install the new meter. Mr. Valovcin suggested that Mr. Scanlon might want to hire a plumber to remove the backflow device since he is not using the irrigation system. He would not need to have the device tested yearly.

Mr. Scanlon left at 6:30pm.

STAFFING

APPOINTMENT OF INTERIM WATER SUPERINTENDENT POSITION

Mr. Keating reported that he has spoken with Mr. Valovcin about the position of Interim Water Superintendent. The Board would raise his salary to \$84,962.00/year which was the salary of the previous Water Superintendent who retired on September 6, 2013.

Mr. Keating made a motion: **“Motion to offer the position of Interim Water Superintendent to Douglas Valovcin starting September 11, 2013 with a salary of \$84,962.00 per year”**

Mr. Adams seconded the motion.

Mr. Antonioli, Mr. Keating, and Mr. Adams voted in favor of the motion.

Mr. Valovcin accepted the offer.

The Town Treasurer, Town Clerk, and Town Accountant will be sent letters that announce the appointment.

WATER SUPERINTENDENT POSITION

The Board has several options to fill the position of Water Superintendent including re-posting of the position and promotion from within. Mr. Antonioli and Mr. Keating agreed to pursue the promotion from within option.

Mr. Keating made a motion: **“Motion that we look to fill the position of Water Superintendent as a ‘promotion from within’”**

Mr. Antonioli seconded the motion.

Mr. Keating, Mr. Antonioli, and Mr. Adams voted in favor of the motion.

Mr. Keating distributed the Water Superintendent job description and Water Superintendent job posting notice to Mr. Antoinoli and Mr. Adams. He noted that there are the following discrepancies between the two documents :

Job description –10 years experience and 2T

Job posting - 5 -10 year experience and 3T

Mr. Keating made a motion: **“Motion to change the wording on the Water Superintendent Job Description from “2T” to “3T” and from “ten years” to “5-10 years” and then accept the document as the job description for the Water Superintendent position”**

Mr. Antonioli seconded the motion.

Mr. Adams, Mr. Antonioli, and Mr. Keating voted in favor of the motion.

Mr. Adams made a motion: “Motion that we accept the Job Posting for the Water Superintendent as written with deadline date of September 20, 2013”

Mr. Antonioli seconded the motion.

Mr. Antonioli, Mr. Adams, and Mr. Keating voted in favor of the motion.

Mr. Keating made a motion: “Motion that we post the Job Posting of the Water Superintendent with the Job Description on the back On the town bulleting board at the Town Hall, at the Foundry on Central Street, and at the Highway Department”

Mr. Antonioli seconded the motion.

Mr. Adams, Mr. Antonioli, and Mr. Keating voted in favor of the motion.

SYSTEMS OPERATOR POSITION

Mr. Valovcin reported that he has started interviewing candidates for the Systems Operator position. He plans to discuss to Paul LeBeau about the compensation procedure. Mr. Keating requested that letters be sent to candidates who were not selected.

TEMPORARY HELP POSITION

Mr. Valovcin reported that he has been concentrating his time on filling the Systems Operator position. Mr. Keating announced that some resumes for the temporary help position has been received. Mr. Valovcin also said that the department may be able to use an old police car from the Police Department. Mr. Leary said that the Highway Superintendent may have a vehicle for use. He also offered that the Fire Department may be able to get firefighter help with the hydrants.

WATER BAN – TANK LEVELS

The tank levels are rising slowly since the Mandatory Outside Water Ban started. The Board considered relaxing the ban to allow hand-watering for fall plantings and lawn restoration. They decided to wait until after the weekend of September 14/September 15/September 16 before making a decision.

Jay Leary left at 7:10pm.

Mr. Antonioli made a motion: **“Motion that we relax the outside watering ban to hand-watering only according to the Mandatory Odd-Even Watering Ban and allow water permits by hand-watering only and reinforcing no outside water use on Saturdays, Sundays, and Mondays effective Tuesday, September 17, 2013”**

Mr. Keating seconded the motion.

Mr. Antonioli, Mr. Keating, and Mr. Adams voted in favor of the motion.

The Board agreed to post the notice on the Town website, on-line newspapers, and on Holliston Cable.

Mr. Dowd left at 7:25pm.

INTERGOVERNMENTAL AGREEMENTS WITH MILFORD WATER COMPANY AND TOWN OF ASHLAND

Milford Water Company

The Board has an Intergovernmental Agreement that has been reviewed by the Milford Water Company for the sale of water to the Water Department. It must be approved by Town Counsel before sending it to the Milford Water Company.

Mr. Keating made a motion: **“Motion to accept this Agreement for the sale of water By the Milford Water Company to the Holliston Water Department and putting “xxx” as Douglas Valovcin”**

Mr. Antonioli seconded the motion.

Mr. Antonioli, Mr. Adams, and Mr. Keating voted in favor of the motion.

The document was signed by Mr. Valovcin, Mr. Adams, Mr. Antonioli, and Mr. Keating.

Town of Ashland

Mr. Valovcin will contact Paul LeBeau regarding the status of the Draft Intergovernmental Agreement that was given to the Town of Ashland Town Manager.

WELL #4 TREATMENT PLANT PROJECT

Training of the new ACTIFLOW SYSTEM at Well #4 Treatment Plant will continue through this week and next week. It is running to waste for now. By the end of September 2013, the DEP will have completed their inspection of the facility.

WELL #7 – PROJECT

Staff will be trained on the new Well #7 operations on September 12, 2013. DEP has inspected the well and will be informed by Mr. Valovcin when training is completed. He hopes to receive a verbal approval for startup before the letter of approval is received. Mr. Valovcin expects Well #7 water to be going through the Well #6 Treatment Plant by the end of September 2013.

WELL #6

Mr. Valovcin reported that the department has been dealing with organic water issues for the past five years at Well #6. With Well #7 coming on-line soon, he expects that the department will reduce use of Well #6. Ali Parand of AP Associates is currently addresses the issues. The department plans to deal with the organic water issue during the winter season.

BONDED ARTICLES – STATUS

An invoice for Bonded ARTICLE 589226 with a due date of September 30, 2013 has signed by the board. Confirmation has not yet been received.

Mr. Keating announced that the Town Treasurer has informed him that she expects that there will be a balance of \$16,000.00 for ARTICLE 589789, but the Water Department will be allowed to pay back the \$16,000.00 prior to the deadline date of May 1, 2014 which allows the department to meet the deadline.

FALL TOWN MEETING ARTICLES

Possible Board of Water Department ARTICLES for the Fall Town Meeting are:

- Capital Expenditures
- Charging Interest on late payments of water bills
- Change of pumping levels in Water Emergency By-laws

MINUTES REVIEW

The Board agreed to revise the minutes of October 10, 2012 because the Board had discovered that **prior** to the vote to name the members of the Water Superintendent Search Committee, Mr. Adams announced that Ron Sharpin was to be a “non-voting member” of the Committee. He should have been listed as a non-voting member in the motion. The revision of the October 10, 2012 minutes includes the addition of “non-voting member” in the **discussion** prior to the motion and includes the addition of “non-voting member” in the **motion**.

Mr. Keating made a motion: **“Move that the minutes of October 10, 2012 be changed as amended”**

Mr. Antonioli seconded the motion.

Mr. Keating, Mr. Antonioli, and Mr. Adams voted in favor of the motion.

Mr. Keating left at 8:00pm to appear at the Board of Selectmen’s meeting to request a joint meeting on September 25, 2013 of the boards to discuss the creation of a Department of Public Works. He will request that the only item on the Agenda is a discussion of the DPW creation.

Mr. Antonioli made a motion: **“Motion to accept the minutes of July 24, 2013 as written”**

Mr. Adams seconded the motion.

Mr. Antonioli and Mr. Adams voted in favor of the motion.

Mr. Antonioli made a motion: **“Motion to accept the minutes of August 7, 2013 as written”**

Mr. Adams seconded the motion.

Mr. Antonioli and Mr. Adams voted in favor of the motion.

Board of Water Commissioners

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DOCUMENTS

Intergovernmental Agreement with the Milford Water Company

Complaint Log

Board of Water Commissioners meeting minutes of October 10, 2012

Water Superintendent Job Posting

Water Superintendent Job Description

INVOICES AND CHANGE ORDERS

Invoices and change orders were signed at the meeting.

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

Mr. Adams seconded the motion.

Mr. Adams and Mr. Antonioli voted in favor of the motion.

The meeting adjourned at 8:10pm.

Next BWC meeting – Wednesday, September 18, 2013 at 6:00pm

Respectfully submitted,

Tricia Keating
Clerk