

**BOARD OF WATER COMMISSIONERS
JANUARY 8, 2014
MEETING ROOM 014**

Present: Dave Keating (arrived at 7:30pm), Brian Antonioli,
Jared Adams, Doug Valovcin

Present: Ali Parand, Bill Tobin

MEETING began at 7:00pm.

WELL #4 and WATER TREATMENT PLANT #4 – PROJECT

Winston Builders, contractors for the Well #4 Treatment Plant project, are working on punchlist items. Engineers informed Mr. Valovcin that Winston said that they would complete the list soon and that Mr. Valovcin could schedule a walk-through with Winston.

WELL #7 – PROJECT STATUS

Ali Parand of AP & Associates updated the Board on the progress at Well #7. There have been no issues since August 31, 2013. Construction has been completed. He was happy to inform the Board that the completed cost of the project was \$734K. The contractor award had been for \$750K.

Mr. Parand recommended that the Board pay all but 1% of the bill because seeding at the site was completed late in the Fall. Work can be closed out after verifying that the tree plantings and seeding were successful.

The Board had previously approved a time extension on the project. Mr. Parand was required to spend more time than he had originally planned. He will submit an invoice for the extended time to the Board when he completes the project..

Mr. Adams made a motion: **“Motion to pay Ali Parand up to \$9707.00”**

Mr. Antonioli seconded the motion.

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

WELL #5 - STATUS

Well #5 is running 24/7 and is fine.

Mr. Valovcin now has a MUNIS log-in to that he can check on-line on the well. He will check with the DEP regarding the conversion to sodium hydroxide at the well.

WELL #8 - STATUS

Well #8 is running 24/7 and is pumping okay. Mr. Valovcin indicated that there may be a need for an ARTICLE for the May Town meeting for the purpose of buying a Variable Frequency Drive. Estimated cost is around \$10K.

WELL #6 and 7 - STATUS

The Department has increased the filter run times from 7 hours to 60 hours so there is more water going through the plant.

Later, Mr. Parand will help blend water from the two wells into the plant.

STAFFING – STATUS

Mr. Valovcin is working on job descriptions for the Treatment Foreman and Distribution Foreman.

In the immediate future of the Department:

- One Systems Operator retires at the end of January

- Two present Systems Operators should be paid at higher rates due to their licenses and workload

- One Water Systems Operator position has been budgeted as of 7/1/13 previously posted but now put on hold

The Board recommended that a Water Systems Operator position for Tuesday through Saturday be re-posted.

TRANSITION TO DEPARTMENT OF PUBLIC WORKS GROUP MEETING

Mr. Antonioli attended the re-scheduled Transition Group meeting on January 7, 2014. He informed the group about plans to hire a new Systems Operator.

Mr. Keating arrived at 7:30pm

Concerns about following the Personnel By-Laws involved the fact that the Personnel Board has only one member but it required to have seven members.

Mr. Keating reminded the Board that they must follow the Personnel By-Laws. He requested that Mr. Valovcin send the job posting and job description to him and to the Town Administrator.

Mr. Keating made a motion: **“Motion that we process forward on hiring for our retiring Systems Operator on as fast a track as possible”**

Mr. Antonioli seconded the motion.

Mr. Antonioli suggested that Department of Public Works be added to the job description. Mr. Valovcin will adjust the job description to include this.

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

As re-cap of the other two open positions, Mr. Valovcin had been told by Selectmen that he would not go forward with hiring after he had posted the Water Systems Operator position that was approved at the May 2013 Town Meeting.

As soon as the new job descriptions are completed, Mr. Valovcin was instructed to forward them to the Commissioners.

Mr. Valovcin will meet with the DEP to insure that the Water Department is following all rules related to the operation of a treatment plant.

At the next meeting, the Board will vote on the organizational structure of the Water Department.

MINUTES REVIEW

No minutes were reviewed at the meeting.

The minutes of December 23, 2013 were distributed at the meeting.

DOCUMENTS

INVOICES AND CHANGE ORDERS

Invoices and change orders were signed at the meeting.

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

Mr. Antonioli seconded the motion.

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

The meeting adjourned at 8:03pm.

Next BWC meeting – WEDNESDAY, January 22, 2014 at 6:00pm

Respectfully submitted,

Tricia Keating

Clerk

Approved 3/4/14 as written