

**BOARD OF WATER COMMISSIONERS  
MARCH 04, 2014  
MEETING ROOM 019**

Present: Dave Keating, Brian Antonioli, Doug Valovcin  
Jared Adams did not attend

**MEETING began at 6:00pm.**

**PROJECT STATUS**

**WELL #4 TREATMENT PLANT PROJECT**

Mr. Valovcin reported that the department is monitoring the scraper on the ACTIFLOW UNIT at Well #4 Treatment Plant.

He has informed the Project Engineers that they must speed up their work on the punch list. All invoices for work must be paid before May 1, 2014

**BROWN WATER –OAK STREET AREA**

The Water Department is responding to complaints from residents that allow the department to investigate the problem.

Brown water reported in the Oak Street area of town occurred because the Hopping Brook tank was shut down and the directional change in the water flow resulted in iron and manganese particles in the water.

Mr. Valovcin reported that the department is flushing out home service lines in the Dalton Road area of town.

**STAFFING**

Two Agreements for Stipends were signed by Mr. Antonioli and Mr. Keating.

A sample "Offer" letter was reviewed. The Board discussed the timing to be allowed for taking DEP courses in the offer letter. Mr. Valovcin will confer with Paul LeBeau, Town Administrator, regarding grounds for dismissal.

The Temporary Labor Budget line would provide the money to pay for the two stipends.

**BUDGET**

In creating the FY15 Budget for the Water Department, Mr. Valovcin has not received any information concerning the ENTERPRISE FUND from the Town Accountant or the Finance Committee.

Mr. Valovcin reviewed budget documents with the Board (see DOCUMENTS).

Three "Budget Scenario A" with varying increases were created by the previous Water Superintendent.

### **NEWW SPRING CONFERENCE**

New England Water Works will hold a Spring Conference. The list of Holliston participants is due March 7, 2014. The Board agreed with Mr. Valovcin's suggestion to invite the Finance Committee liaison, Water Department Office Staff, and the Highway Superintendent to the conference.

### **BONDED ARTICLE**

Mr. Keating requested a status on the remaining balance of the BONDED ARTICLE for the Well #4 Treatment Plant project.

### **MINUTES REVIEW**

Mr. Keating made a motion: **“Motion to accept the minutes of December 11, 2013 as amended”**

**Mr. Antonioli seconded the motion.**

**Mr. Antonioli and Mr. Keating voted in favor of the motion.**

Mr. Keating made a motion: **“Motion to accept the minutes of January 8, 2014 as written”**

**Mr. Antonioli seconded the motion.**

**Mr. Keating and Mr. Antonioli voted in favor of the motion.**

### **DOCUMENTS**

Agreements for Stipends

Sample “Offer” letter

FY06 Indirect Costs

Outstanding ARTICLES 10/9/12

Holliston Water Department FY2011 ó Current FY14

Budget FY2010 ó FY2015 (Requested vs. required)

Proposed ARTICLE for pilot program to investigate for cleaning of water mains

Report on Billed Amount and Collected Amounts

Scenario A ó Expenses FY2010 ó FY2018

Budget Scenario A ó 5% increase

Budget Scenario A ó 0% increase

Budget Scenario A ó 15% increase

Complaint Log

### **INVOICES AND CHANGE ORDERS**

Invoices and change orders were signed at the meeting.

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

**Mr. Antonioli seconded the motion.**

**Mr. Antonioli and Mr. Keating voted in favor of the motion.**

The meeting adjourned at 8:00pm.

**Next BWC meeting – WEDNESDAY, March 12, 2014 at 6:00pm**

Respectfully submitted,

Tricia Keating

Clerk

Approved 4/22/14 as written