

**BOARD OF WATER COMMISSIONERS
APRIL 2, 2013
MEETING ROOM 014**

Present: Brian Antonioli, Jeff Weise, Jared Adams
Ron Sharpin, Doug Valovcin

Meeting began at 6:00pm.

RISING TIDE DEVELOPMENT'S REQUEST FOR HOLLISTON WATER

Maureen McCabe of Army Corps of Engineers has informed Mr. Sharpin that the lease that the Water Department has with the ACOE is a "lease as is". Mr. Sharpin was instructed by the Board to send a letter to Rising Tide Development that will notify them that the Water Department will not sell water to the development.

WELL #4

Work on the project continues at Well #4 Treatment Plant.

WELL #6

Mr. Sharpin is awaiting a decision from the DEP concerning their acceptance or rejection of the Water Department's Action Plan for the Well #6 Treatment Plant. He will send an e-mail to DEP requesting the status of the plan.

WELL #7

Work on the electrical conduit at Well #7 project will begin during the week of April 8, 2013.

WATER SUPERINTENDENT SEARCH

Mr. Adams informed Mr. Weise and Mr. Antonioli that he has sent a letter to the Board of Selectmen because the Board of Water Commissioners has not heard from the Board of Selectmen since the Board of Water Commissioners' meeting in March about the Selectmen's interest in the creation of a Department of Public Works in Holliston.

WELL #5

Mr. Valovcin has ordered the tanks that will be installed prior to the conversion to sodium hydroxide at Well #5. Delivery is expected in four to six weeks.

TOWN MEETING WARRANT

The department is submitting one article for the May Town Meeting Warrant – a new vehicle.

FINANCE COMMITTEE

The following documents were distributed to the Board by Mr. Sharpin:

- E-mail from Paul LeBeau to Mr. Sharpin regarding the “Water Budget”
- E-mail from Paul LeBeau to Mr. Sharpin regarding the “Water Balance Sheet”
- FY2014 Budget Scenarios
- WATER RATE HISTORY
- Water Department – Billed, Collected, Liens, Expenses, SURPLUS ACCOUNT
- Water Department – 2008-2012 Raw Water, Finished Water,
Unaccounted-for water, Resident Meter Use, Leaks
- E-mail from Jeff Weise to Ron Sharpin regarding “water use” (in chart form)

The Board reviewed the documents. They also discussed possible options for increases in revenue for the Water Department in Fiscal Year 2014.

TOWN HALL TUESDAY EVENING HOURS

The Board discussed whether or not to continue operating Tuesday evenings at the Town Hall. They decided to re-visit the subject after April 30, 2013.

FIRE HYDRANT MASTER LIST

The Fire Hydrant Master List is complete except for certain locations which cannot be verified without a site visit. The Board wants to complete the list as soon as possible so that it can be distributed to the Fire Department.

After learning the work-load of the Systems Operators, the Board asked Mr. Valovcin to offer the possibility of over-time to the Staff.

WATER BILL

The following will be inserted in the April 2013 mailing of the January/February/March 2013 water bills:

- Water Ban Notice
- Backflow information
- Water Rate Hearing
- Fire Hydrant Flushing

Mr. Weise suggested adding the list of the Water Department’s major accomplishments of 2012-2013, but it would be too late for this mailing.

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MINUTES REVIEW

Mr. Adams made a motion: **“Motion to accept the minutes of December 19, 2012 as written”**

Mr. Antonioli seconded the motion.

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

Mr. Adams made a motion: **“Motion to accept the minutes of January 9, 2013 as written”**

Mr. Antonioli seconded the motion.

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

Mr. Adams made a motion: **“Motion to accept the minutes of January 23, 2013 as written”**

Mr. Antonioli seconded the motion.

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

DOCUMENTS

E-mail from Paul LeBeau to Mr. Sharpin regarding the “Water Budget”

E-mail from Paul LeBeau to Mr. Sharpin regarding the “Water Balance Sheet”

FY2014 Budget Scenarios

WATER RATE HISTORY

Water Department – Billed, Collected, Liens, Expenses, SURPLUS ACCOUNT

Water Department – 2008-2012 Raw Water, Finished Water,

Unaccounted-for water, Resident Meter Use, Leaks

E-mail from Jeff Weise to Ron Sharpin regarding “water use” (in chart form)

INVOICES AND CHANGE ORDERS

Invoices and change orders were signed at the meeting.

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

Mr. Antonioli seconded the motion.

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

The meeting adjourned at 7:40pm.

Next BWC meeting – WEDNESDAY APRIL 10, 2013 at 6:00pm

Respectfully submitted,

Tricia Keating

Clerk

Approved 5/6/13 as written

