

BOARD OF WATER COMMISSIONERS' MEETING  
FEBRUARY 12, 2008  
5:30 P.M.

MEMBERS PRESENT: Fran McNamara, Jack Caten and Niles Busler.

GUESTS PRESENT: Supt. Paul Rafuse, Mike MacEachern, Jim Blanchard, Jean Dinon and Brenda Boudreau-clerk.

Fran opened the meeting at 5:36 p.m.

Warrants previously signed for \$284.09 AND \$1,650.00 TOTALED \$1,934.09.

Warrants to be signed \$7,456.28, \$9,565.12, \$5,871.14 and \$70.28 totaled \$22,962.82.

Previously signed payroll warrants: \$3,880.01, \$4,046.46, \$3,927.76, \$300.00, \$4,456.19 and \$3,802.70 totaled \$20,413.12.

OLD BUSINESS:

1. The Board discussed the ongoing issue with the access road at the Fitchburg Road storage tank and Amy Collins unsigned agreement. Jack conveyed that he has spoken with both her son and nephew regarding this matter and they have expressed their opinions that perhaps Amy could take the land by eminent domain. The board agrees that this would not be possible because it is public land. Peter Collins stated that perhaps Amy would sign the agreement if it stated that it would be a permanent agreement. The Board decided that we should seek the selectmen's advice and to schedule a joint executive session to discuss this legal matter privately.
2. The Board reviewed the job descriptions provided. Jim stated that currently the description states that the employee must have a valid MA driver's license and would like to have that change because he resides in NH. Brenda pointed out that there were some other inconsistencies with her job descriptions as well. The board will table the matter until the job descriptions are completed. The board also requested a copy of the Middlesex Worcester County salary survey be available for the next meeting. DECISION: The Board voted unanimously to table until job descriptions are completed.
3. Paul reported to the board the cost of replacing/repairing the chemical feed pump at the Cross Street station. Repairing the pump would cost about \$700.00 and replacing it would run about \$1200.00. Fran suggested going through Ti-Sales and replace the back half of the pump that should cost about \$300.00. Paul will look into it for the next meeting.
4. Paul reviewed the FY09 budget. Due to the Witches Brook purchase the operational budget has increased significantly. Paul wanted to be sure that there are enough funds to cover the undetermined expenditures for the new system. Niles suggested that for seminars and education the money be transferred from Dues & Subscription to Professional Fees & Technical. Fran noticed that there was no increase to the intermunicipal agreement and would like Paul to look into the insurance rates. Fran

stated that health insurance has risen again this year and is not reflected in this agreement.

NEW BUSINESS:

1. Paul presented the Board with a copy of our Personnel Policies & Benefits for review. Paul explained that there were a couple of typographical errors and a few minor changes we would like the board to vote on. The board agreed to the few changes and requested that Brenda speak to Kim Fales and ask if it would simplify payroll to pay the guys 1 ½ Sunday through sat for overtime worked on an on-call week and double time on holidays. The board will vote on all changes next board meeting.
2. Paul reported on the Witches Brook hazardous waste clean up and cost. The Board stated that they thought the cost of the clean up was lower than expected. Jack acknowledged Mike for his quick response time in the matter and with the board awarded him a day off with pay.
3. The Board requested that the Agenda be e-mailed to them the day of the meeting.
4. Brenda requested that the following accounts be abated:  
Acct# 3270, Daniel James, 65 Ash Street, \$23.05.  
Acct# 3990, Alan Carey, 90 Ash Street, \$213.95.  
Acct# 1701, Transwood Inc., \$2000.00.  
DECISION: The Board voted unanimously to abate the above referenced accounts.
5. Brenda presented the board with January's accounts receivable report.
6. Brenda presented the Board with January's appropriation balance report.

The next meeting is scheduled for Monday, February 25, 2008 5:15 p.m.

Fran adjourned the meeting at 7:23 p.m.

Respectfully submitted,

Brenda Boudreau-clerk