



86 Bridge Street, P.O. Box 20, Baldwinville, MA 01436-0020

TEL: 978-939-5323

FAX: 978-939-4309

John M. Driscoll, *General Manager*

WATER DIVISION

Water Commissioners' Meeting

July 28, 2021

Members present were: Chairman Dana Blais
Clerk/Secretary Chris Stewart
Member Gregg Edwards

Employees present were: General Manager [GM] John Driscoll
Water Superintendent [WS] Ron Davan
Business Manager [BM] Jennifer Belliveau

The meeting was called to order at 6:02 p.m. by Dana.

The agenda was approved on a motion by Chris seconded by Gregg, 3-0 in favor.

Old Business:

The GM gave a draft water budget to the Board for FY2022 for **\$1,884,669** which was 11% higher than that of FY2021. There were notable budget increases for FY2022 for water meters, SCADA upgrades, engineering services, transportation and insurances (Accts 334, 346, 631, 650, 656, 657, 658 and 659). After some discussion on upcoming FY2022 water expenses a vote took place as follows:

"On a motion by Chris, seconded by Gregg, 3-0 in favor the Board voted to approve the GM's proposed FY2022 operating budget of \$1,884,669."

Dana - Aye

Gregg - Aye

Chris - Aye

The GM gave the Board a summary of our water sales for FY2021. Total water gallons sold were 117,349,590, up 4.8% from FY2020. Total revenues collected were **\$1,669,684**, up 2.7% from FY2020. Residential water sales were up considerably at +4.8%.

Tighe & Bond had almost completed our Risk & Resiliency report, a new report required by federal law that in many ways resembles our Emergency Response plan from 2010. Most of the data presented in the state report can be duplicated in the federal report, so there will be some time saved for T&B, which will be money saved for us. The GM thought we'd have the report in-hand in about a month.

New Business:

T&B was also helping the GM and the WS to apply for the state's grant for water systems like ours to handle asset management planning. This was a program designed for water systems with many assets of varying value that needed to be on a prioritized maintenance/replacement schedule that can correspond with the Water Plant's budgeting needs year to year. The GM and WS will assist T&B in

gathering all of the necessary data on our system here in order for them to complete our grant application.

The GM had already engaged with Melanson to begin our water audit for FY2021, and they would be out here during the second week in August to begin their work on it.

The WS discussed with the Board a water main break on Baldwinville Rd from a few days back. There was a very large area of road that required paving and he thought it may run us around \$6,000.

The GM told the Board that we had to spend about \$8,000 at Mathieu Ford to replace the transmission in Truck #32, a 7-year old utility body water truck. He said that this truck would not be replaced until FY2024 so it would need to be functional until then, and longer than that if we hoped to sell it to another party.

Other Business:

There being no other Open Session business to discuss, on a motion by Gregg, seconded by Chris, 3-0 in favor, the Water Commissioners' Meeting adjourned at 6:37 p.m.

Respectfully Submitted,

John M. Driscoll



General Manager