

BFD BOARD OF WATER COMMISSIONERS MEETING MINUTES

June 6, 2017 AT THE WATER DEPARTMENT OFFICE.

PRESENT WERE: Board of Water Commissioners: Chairman David Jones, Commissioner Evelyn Bassett, and Commissioner Stephen Whitmore. Also present: Superintendent Thomas Rooney.

- Meeting called to order at 2:30 P.M.
- Warrants and payrolls signed.
- Collectors End of Month Report reviewed and signed
- Superintendent's Projects Report reviewed

Chairman Jones asked for a motion to accept the previous Meeting Minutes. Commissioner Whitmore **motioned** to accept the Meeting Minutes from May 9, 2017, **seconded** by Commissioner Bassett. The **motion passed unanimously.**

Solar Panel Update

Superintendent Rooney informed the Board that another \$2,000.00 payment was received from the Offtakers. He went on to say that there could be a \$5,571.00 outstanding tax bill that should be encumbered by the Fire District. Mr. Rooney informed the Board that he had spoken with the District's Counsel, Charles Sabatt, and Attorney Sabatt suggested that the \$5,571.00 should be encumbered by the District. Chairman Jones suggested that the monies should be encumbered by the Prudential Committee. He instructed Superintendent Rooney to bring up the issue for discussion at the following week's Prudential Committee Meeting.

Water Meter Replacement Policy

Superintendent Rooney informed the Board that the Department has two customers who will not respond to the Department's requests to update their twenty year old water meters. He informed the Board that the District Collector has been trying to contact the two customers since 2011 and 2012. Mr. Rooney read the Departments Rules and Regulations which states, "...failure to provide access after the consumer has been notified shall be reason for shutting the water off." The Board inquired if the customers had been send return receipt notices. Collector Vermette informed those present that she had sent Certified mail to one customer, and that the other house was posted with a hand delivered notice. Chairman Jones suggested that both customers be sent a Certified Mail notice that if they do not respond to the Department's request that their water would be shut off. After some discussion the Board agreed to the Chairman's suggestion. Superintendent Rooney expressed his reservations about shutting water off for customers who have paid their bill, and he suggested that the customer be given thirty days from the date of the letter. The Board agreed with Mr. Rooney's suggestion.

FY-17 Operations Budget

Superintendent Rooney informed the Board that he anticipated having enough money in the Department's Operations Budget to perform some needed repairs. The Board instructed Superintendent Rooney to go ahead with the repairs. Mr. Rooney informed those present that it could depend on the need for a KOH delivery.

Superintendent Rooney informed those present that the Department had collected \$1,163,000.00 dollars with \$20,000.00 dollars still be collected.

Matters not reasonably anticipated by the Chair

Superintendent Rooney informed the Board that the Department had received an Optional Meter Request for 110 Commerce Road. Chairman Jones asked for a motion to approve the request. Commissioner Whitmore **motioned** to approve the Optional Meter Request for 110 Commerce Road, **seconded** by Commissioner Bassett. **The motion passed unanimously.**

The Board discussed the Departments Confined Space Entry policy for the Pressure Reducing Vaults. The Board instructed the Superintendent to schedule two persons for monthly vault inspections.

Chairman Jones asked the Board members if they would be willing to hold the next Board of Water Commissioners Meeting at 3:00 p.m. on July 11, 2017. The Board agreed to alter the Meeting schedule.

There being no further business, Chairman Jones asked for a motion to adjourn the meeting. Commissioner Whitmore **motioned** to adjourn the meeting, **seconded** by Commissioner Bassett. The **motion passed unanimously.** The meeting adjourned at 3:23 p.m.

Respectfully Submitted,
Thomas Rooney