

Commissioners
Robert E. Corey
William L. Morin
Chairman - William "Zee" Zielinski

Michael Sheu
Superintendent

John M. Hudzik
Field Service Manager
Primary Distribution Operator

Debra H. Vinal
Treasurer

MINUTES

MAY 12, 2018

The meeting was called to order at 7:30 AM

PRESENT:

Commissioners Robert E. Corey/Acting Chairman, and William L. Morin, Acting Vice-Chairman. Superintendent Michael K. Sheu, Treasurer Debbie Vinal, District Counsel Arthur C. Sullivan Jr. and Roland L. Milliard, District Clerk Kathleen Graham, Moderator Peter Natsios, and Recording Secretary Jayne Boissonneault.

ABSENT:

Chairman William "Zee" Zielinski.

MINUTES:

All agreed to table acceptance of minutes to the next meeting.

APPOINTMENTS:

Community Input:

84 Mailloux Terrace:

The property owner was not present, however, Superintendent Michael Sheu reported there was a complaint about the possibility of a water leak in this area. The DWSD tested the water and determined it was not a water leak but ground water. Mr. Sheu reported the water has since dried up considerably at this property, and suggested the property owners contact the DPW if they have further problems.

112 Sladen Street:

Property owners Mark Ivos and Evie Papanotas were present to discuss 112 Sladen Street. They have owned this property for approximately three years. The property was a school building they plan to convert into six apartments. They are not going to be making any changes at all to the structure of the building, and request that the Board take that into consideration relative to SDF fees. The property owners stated they want to keep only the one water meter for this building, adding they could not afford to move forward with this project if they have to pay a full SDF fee per unit.

APPOINTMENTS (Cont'd):

Community Input (cont'd):

112 Sladen Street (cont'd):

The Commissioners informed the property owners the District Bylaw states the current SDF fee would be applicable for “change of use”. The Commissioners also informed the property owners there is an article on the warrant to be voted at today’s DWSD Annual Meeting to request a change to the District Bylaw so that the Board of Water Commissioners may establish rules and regulations regarding assessment and/or application of SDF fees from time to time.

Mr. Sheu explained this is a process which will take some time assuming the District votes to approve this article. The next step would be to petition the legislature to amend the legislation. The properties owners stated they would come back to the Board to discuss their plans after the Annual Meeting vote and petition to the legislature.

TREASURER’S REPORT:

Treasurer Debbie Vinal provided the Board with a detailed written report, pointing out as of April 30, 2018 revenues were at 88.68%, over by 4.68% and expenses were at 66.28%, under by 17.72%.

Commissioner Morin made a motion to accept the Treasurer’s report as presented. Seconded by Commissioner Corey. Motion passed two to one; Commissioners Corey and Morin in favor. Commissioner Zielinski absent.

DISTRICT COUNSEL’S REPORT:

Proposal of new 16” Water Main from TWF through Norris Road/Lawrence Road to Lakeview Ave:

District Counsel reported they are waiting on an answer from the Attorney General’s Office on RFS’s motion to reconsideration.

Metering Replacement Project:

District Counsel reported they have not yet received the contract for review. The Superintendent stated he will address the Metering Replacement Project under his report.

Commissioner Morin made a motion to accept the Treasurer’s report as presented. Seconded by Commissioner Corey. Motion passed two to one; Commissioners Corey and Morin in favor. Commissioner Zielinski absent.

SUPERINTENDENT’S REPORT:

Metering Replacement Project:

Superintendent Michael Sheu informed the Board Murphy Plumbing requested a meeting with the District to discuss why they did not get the bid for the Metering Replacement Project, stating they want to learn from this experience for future bids.

SUPERINTENDENT’S REPORT (Cont’d):

Metering Replacement Project (cont’d):

Tara McManus of Weston & Sampson agreed to meet with Murphy Plumbing on May 9, 2018 at the District. Ms. McManus provided an explanation of the bid process, and offered suggestions for Murphy Plumbing in order to gain more experience in the metering replacement field, to be better prepared to bid on similar projects in the future. Mr. Sheu stated the meeting went very well.

Mr. Sheu informed the Board he just received the contract from E. National Water LLC on Friday, May 11, 2018 at 2:00 PM, and requested the Board vote to approve.

Commissioner Morin made a motion to approve the E. National Water, LLC contract for the metering replacement project pending District Counsel’s review and approval as presented. Seconded by Commissioner Corey. Motion passed two to one; Commissioners Corey and Morin in favor, Commissioner Zielinski absent.

Commissioner Morin made a motion to accept the Superintendent’s report as presented. Seconded by Commissioner Corey. Motion passed two to one; Commissioners Corey and Morin in favor, Commissioner Zielinski absent.

OLD BUSINESS:

Water Management Act (WMA):

Superintendent Michael Sheu reported he and Field Services Manager John Hudzik, along with engineers from Tighe & Bond met with DEP to discuss increasing the District’s water withdrawal permit. DEP provided some guidance, including having a solid water conservation and drought management plan in place, and perhaps the purchase of conservation land. Tighe & Bond will provide the District with their report and recommendations.

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Vacancy – Field Services Operator:

The Commissioners authorized the Superintendent to re-post this position at their last meeting. The position was reposted with an application deadline of May 18, 2018.

NEW BUSINESS:

Other:

Treasurer Debbie Vinal provided the Board with copies of the auditor’s 2017 Management Letter for their review.

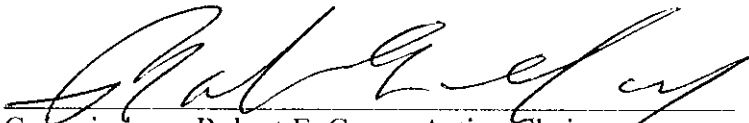
Meeting Schedule:

Acting Chairman Corey announced the next meeting is scheduled as follows:

Wednesday, May 23, 2018

6:00 PM DWSD/Main Office Conference Rm.

Commissioner Morin made a motion to adjourn the meeting at 7:31 PM. Seconded by Commissioner Corey. Motion passed two to one; Commissioners Corey and Morin in favor, Commissioner Zielinski absent.

A handwritten signature in black ink, appearing to read "Robert E. Corey", written over a horizontal line.

Commissioner Robert E. Corey, Acting Chairman

A handwritten signature in black ink, appearing to read "William L. Morin", written over a horizontal line.

Commissioner William L. Morin, Acting Vice-Chairman