

**Minutes of the Board of Water Commissioners
Regular Meeting
February 19, 2014**

Time: 5:30 p.m.
Location: DPS Facility – 16A Perry Way

Present:

Board: Commissioners Erford Fowler, Roger Jones, John Tomasz
Staff: Tony Furnari, DPS Director; Andrew Lafferty, DPS Deputy
Director, Dan Lynch, Distribution Manager; Paul Colby,
Superintendent Water Operations; Lisa Valcich, Business
Manager, Kathe Talkington, Administrative Office Manager

Guest:

1. Customer Issues
Nothing to report.

2. Old Business

Review /Presentation Updated Plans for New Administration Building

Andrew Lafferty reviewed the plans for the new administration building. Commissioner Fowler asked if there are plans to hire additional staff. Mr. Furnari replied staffing is planned at the current level.

Commissioner Fowler noted that additional handicap parking spaces may be required. Mr. Lafferty replied that the number of spaces meet the requirement for the size of the building. Commissioner Fowler asked what will be the effect on the City's insurance. Mr. Furnari noted that the insurance carrier will be informed of the new building and it will be insured appropriately.

Water Treatment Plant Project

Nothing to report.

Construction Report

Mr. Lynch reviewed for the Board an issue concerning the fire suppression line for new construction at 36 North Atkinson St. He noted that four years ago a tap was made for domestic and fire suppression lines and that when the fire suppression line was tested this fall there was not enough pressure. The developer hired a contractor to excavate the line and it was determined that the tap was not fully completed. Mr. Lynch asked to the Board to approve paying ½ the cost to excavate the line. The cost to the Division is \$2743.50. The Board approved the expense.

Mr. Lynch noted the following:

- staff repairing breaks and freeze ups
- staff plowing, sanding and shoveling hydrants

- working on FY15 budget
- no complaints of discolored water from Highland Ave residents

Mr. Lynch noted that he was notified by the Newbury Police of a potential leak on east side of the river crossing just after the chlorine booster station. Staff investigated area but could not detect the source of the leak. The treatment plant has not detected any increased water use. Staff will watch for any changes and investigate further in the spring.

Operations

Paul Colby noted the following:

- Notice of Intent related to the Upper Dam improvements filed with West Newbury and Newburyport
- Boring samples showed some arsenic which could cause problems with disposal
- Recommend Reservoir Study tabled until cost of arsenic removal determined

Financials

Lisa Valcich noted the FY14 financials indicate 55% of the budget spent and revenues received are 59% resulting in a surplus. Ms. Valcich noted that staff are working on the FY15 budgets. Two changes are Ms. Valcich and Mr. Pepe salary split will be 1/3 water, 1/3 sewer and 1/3 highway divisions.

Ms. Valcich noted that the prorated electrical savings were \$21K for FY12 and \$19.5K for FY13.

New Business

Nothing to report.

Tabled Items

Nothing to report.

Director's Report

Mr. Furnari noted that he and the Mayor, John-Eric White, Jamie Tuccolo and Dan Lynch are meeting with the AG on February 24, 2014.

Mr. Furnari noted that he is reviewing resumes for the vacant HEO-D2 position.⁵

Minutes

Commissioner Jones made a motion, seconded by Commissioner Fowler to approve the January 15, 2014 minutes

Vote: 3 yes

Bills Payable

Commissioner Tomasz made a motion seconded by Commissioner Jones to accept the January 15 and 28 bills payable and February 1 and 14 bills payable as presented.

Vote: 3 yes

Commissioners' Comments

Commissioner Fowler requested a full explanation of the surplus and how it is ok to have more than \$15,000. Mr. Furnari noted that he will forward the request for information to the Auditor.

Kathe Talkington asked that the Commissioners send any comments on the Policy & Procedure manual to her before the next meeting so that the final version can be approved.

Next meetings:

Wednesday March 19, 2014 @ 5:30 pm – 16A Perry Way

Wednesday April 16, 2014 @ 5:30 pm – 16A Perry Way

Wednesday May 21, 2014 @ 5:30 pm – 16A Perry Way

Meeting adjourned at 6:15 p.m.

Submitted by: