

BOARD OF COMMISSIONERS' MEETING MINUTES
June 3, 2025
7:00 P.M.
CHERRY VALLEY & ROCHDALE WATER DISTRICT
Hybrid

I. CALL TO ORDER – Commissioner Shocik called the meeting to order at 7:01 P.M.

The following were in attendance:

John Shocik	0 - attending subscribers
Robert Jones	0 - online subscribers
Michael McCormick	
Benjamin Morris, Superintendent	
Jennifer Wood, Treasurer	
Cheryl Balkus, Clerk	

II. District Member Forum – Commissioner Shocik opened the District Member Forum. There were no questions or comments from the board. Commissioner McCormick motioned to close the District Member Forum. Second, by Commissioner Jones. All in Favor. Approved.

III. APPROVE MINUTES

April 29, 2025, Meeting Minutes – Commissioner McCormick motioned to approve the April 29, 2025, minutes. Second, by Commissioner Shocik. All in favor. Approved.

IV. FINANCE

A. Approve 5/5/2025, 5/12/2025, 5/19/2025, 5/26/2025 & 6/2/2025 warrants.

Commissioner Shocik motions to approve all the above warrants. Second by Commissioner Jones. All in favor. Approved.

B. April Bank Transfer – Commissioner McCormick motions to approve the transfer from the water checking account to the sewer checking account in the amount of \$78,748.84. Second by Commissioner Shocik. All in favor. Approved.

C. May Bank Transfer – Commissioner Jones motions to approve the transfer from the water checking account to the sewer account in the amount of \$70,566.08. Second by Commissioner McCormick. All in favor. Approved.

D. Treasurer Report – Per Treasurer Wood this is the first time that the district has had this happen and explained that there is going to be a shortage in the budget of an estimated \$75,000.00. During FY25 the district experienced significant large water losses due to breaks, the well was offline for a period due to changing the arsenic media that took several months to get the new media in and due to these events, it required purchasing more water from the City of Worcester. The district is still awaiting reimbursement of monies to lower the deficit amount and when the budget closes will need to transfer monies from other line items to lower the shortage amount or break even.

May revenue \$100,235.55 SBA Rental \$2,32.81 Liens \$338.05 Health reimbursement \$383.16 Miscellaneous \$7.00 total for the month \$146,781.69.

Commissioner McCormick motions to accept the treasurer report. Second by Commissioner Shocik. All in favor. Approved.

- E.** Rates – Part of the financial analysis from Strategic Solutions (a 3rd party consultant that was voted and hired from the previous board) was to ensure that the district avoids shortfalls and remains in a positive direction. An increase also is required to meet the FY26 budget. The recommendation is to make changes in the base rates, change in the tier structure, and different rates for residential vs commercial. With the tier structure changing someone who uses less could have a lower bill. Commercial accounts would pay a higher rate due to being higher users. Other water utilities use this rate structure between residential and commercial. Per the Superintendent the board would need to vote on which option for a new rate that would begin with the FY26 July 1, 2025, bills. Several discussions were held amongst the Board members, Treasurer & the Superintendent, to determine what would be best for the district subscribers. Per the treasurer with the new structure a review will be done in three months to ensure that the budget remains in a positive direction as the district does not want to have a shortfall. Commissioner Jones motions to go with option 2. Second by Commissioner Shocik. All in favor. Approved.

V. Administrative

A. Reorganization of the board

Commissioner McCormick motions to vote John Shocik as Chairman. Second by Commissioner Jones. All in favor. Approved.

- B.** Summer Hours – Per the Superintendent the district must have someone available 365 / 7 days a week. The Superintendent has proposed to begin Memorial Day – Labor Day, Monday – Thursday 9-hour days and half day on Friday. Commissioner Shocik motioned as to summer hours for the Superintendent deems necessary. Second by Commissioner Jones. All in favor. Approved.

- C.** 5/5/2025, 5/8/2025, 5/8/2025 12-month payment plans. Commissioner McCormick motioned to approve all three 12-month payment plans. Second by Commissioner Jones. All in favor. Approved.

VI. Operations

Lead service line being worked on, Tata & Howard handles our consulting work and would like to have the next phase completed in the next couple of months.

Design phase is to be done for the transmission line and to look at alternatives such as going around with the line instead of going through the swamp. The goal is to do the least expensive route. Using the current direct route is a straight direction with a smaller number of miles of pipe. Going around is a longer length, running into elevations issues, culvert issues and higher expenses. As previously stated, we are in the design phase. Superintendent Morris hopes to have filed Notice of Intent (NOI) with Conservation for the Kettle Brook line and had to file an NOI with MADEP and make sure to have them sign off on the work that the district did. He explained to the CVRWD board that the dam above this transmission line is in total disrepair and if the dam breaks the pipe breaks completely and the area will be without water. Approved monies at the annual meeting and recently sent in paperwork for an additional grant. Will be attending a conservation meeting June 18 if we get a DEP # prior to this date.

Working with DPW to do water box repairs over the summer.

Late summer valve exercise program.

The Sanitary Survey (State Inspection) was completed two weeks ago. They will come back with three tier levels of recommendations. Does not believe that there is going to be anything significant.

- VII.** Date of Next Meeting: Commissioner McCormick motions to hold the next meeting Tuesday, hybrid, July 15, 2025, at 7:00 pm at 148 Henshaw St. Leicester MA. Seconded by Chairman Shocik. All in favor. Approved.
- VIII.** Adjournment: Commissioner Jones motioned to adjourn. Seconded by Chairman Shocik. All in favor. Approved. The meeting was adjourned for 8:46 pm.