

BOARD OF COMMISSIONERS' MEETING MINUTES
January 20, 2026
7:00 P.M.
CHERRY VALLEY & ROCHDALE WATER DISTRICT
Hybrid

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

The following were in attendance:

John Shocik	1- attending subscriber
Robert Jones	0- online
Michael McCormick	
Benjamin Morris, Superintendent	
Jennifer Wood, Treasurer	
Cheryl Balkus, Clerk	

II. District Member Forum – There were no questions or comments. Commissioner McCormick motions to close the forum. Second, Commissioner Jones. All in favor. Approved.

III. APPROVE MINUTES

December 9, 2025, Meeting Minutes – Commissioner McCormick motioned to approve the December 9, 2025, minutes. Second, by Commissioner Jones. All in favor. Approved.

IV. FINANCE

A. Approve 12/15/2025, 12/22/2025, 12/29/2025, 1/5/2026, 1/12/2026 & 1/19/2026 warrants. Commissioner McCormick motions to approve all the above warrants. Second, by Commissioner Jones. All in favor. Approved.

B. December bank transfer – Commissioner McCormick motions to approve \$61,772.64 from the water checking account to the sewer checking account. Second by Commissioner Jones. All in favor. Approved.

C. Treasurer Report – Per Treasurer Wood Operating budget: \$1,335,617.58, Expenditures to date: \$721,483.51 (this is to the end of December) After reimbursements balance to date: \$614,134.07.

December Water Revenue: \$111,966.26, Total to date: \$730,336.15, SBA Rental to date: \$12,196.86, Lien's payments to date: \$7,009.04, Reimbursements to date: \$92,427.56, Real estate taxes to date: \$643.82. Total to date: \$842,613.43.

D. Audit Report (Years ended June 30, 2025, and 2024) Goulet, Salvidio & Associates, P.C. - Per Treasurer Wood the Internal Control Report indicates that the audit is done and follows the rules. **There are two deficiencies that will never change that are not unusual for an entity for the size of the district.**

Drafting of Financial Statements: As auditors, they are requested to draft the financial statements and accompanying notes to the financial statements. Management reviewed, approved, and accepted responsibility for those statements prior to their issuance. The absence of this control procedure is considered a significant weakness because the potential exists that a misstatement of the financial statements could occur and not be prevented or detected by the district's internal control. It is the responsibility of management and those charged with governance to determine whether to accept the risk associated with this condition because of cost and other considerations.

Segregation of Duties: Due to the relatively small size of the district, ideal segregation of duties cannot be achieved. ***This is not unusual for a district of the size.*** While the auditors recognize it may not be cost effective to justify implementing a full segregation of duties for an extensive system of internal control in all areas, the auditors believe it is important that management and those charged with governance are aware that some weakness may exist and that they should continue to apply diligent oversight and monitoring activities.

Financial Statements: (June 30, 2025, and 2024) Goulet, Salvidio & Associates, P.C.
Cherry Valley and Rochdale Water District is a political subdivision of the Commonwealth of Massachusetts. The district provided water service to a specific geographical area for the Town of Leicester and Oxford. CVRWD works as a separate governmental unit, with its own Board of Water Commissioners, policies and budget serving the needs and providing value to its rate payers

Budgetary Highlights:

The final budget did not change from the original budget. Expenditure overall, under budget by \$155,676 due primarily to consulting services, repairs and maintenance and technology being under budget.

A full report can be found on the website or available upon request.

V. Administrative

A. 1166 Stafford St Owner not in attendance or online.

An email was received requesting information regarding the bill in the amount of \$354.92 that was issued for the property and requested names of the organization who are in charge. A breakdown was provided along with the information of the current Commissioners. A letter will be written with an itemized and sent certified. Commissioner McCormick motions to have an itemized bill breakdown, signed by the commissioners and sent certified. Second by Commissioner Jones. All in favor. Approved.

VI. Operations – Superintendent Morris

Doing push on completion of getting the upgraded meters installed so that the entire system is upgraded. With the new Windows update it caused issues with the meter software. If we cannot get them done to upgrade the software is \$15,000.00. The Superintendent suggests do we increase the number of meters from 100 per year to 160 or should we do a free cash article to get the 400 remainder of meters. We can ask the vendor if there is a discount for the meters in this bulk. The endpoints will not be ordered in bulk only because when we do receive them the district is charged the monthly fee.

1172 Stafford St: Received blueprints of the water main extension and submitted to Tata & Howard for the peer review. Then they will be able to determine what the costs will be for them extending the water main to the property. There will be 10 buildings with 5 units in each building.

No further update on the Chapel St Development.

The mandatory Risk & Resilience assessment to begin. The article as was approved last year, Tata & Howard will be performing and update our emergency response plan. This is done every 5 years.

The well has been running fine; As required by the EPA, our water system has sampled for series of unregulated contaminants. Unregulated contaminants are those that do not

yet have a drinking water standard set by the EPA. The purpose is to help EPA decide whether the contaminants should have a public health protection standard. A notice was sent with the bills regarding the EPA testing of Lithium. It is an unregulated contaminant; we need to do additional testing in 3 different areas. First round was done last week, and the next round is to be done in April. If elevated limits will need to test again and they will come up with a schedule until the government makes it regulated contaminants which means, there will need to be a way to remove them. Long road more to come.

Moving forward with the Kettle Brook project. Waiting on DOT to do their review process. Hopefully it will go out to bid March with construction shortly thereafter.

VII. Date of Next Meeting: Commissioner McCormick motions to hold the next meeting Tuesday, hybrid, February 17, 2026, at 7:00 pm at 148 Henshaw St. Leicester MA. Seconded by Commissioner Jones. All in favor. Approved.

VIII. Adjournment: Commissioner McCormick motioned to adjourn. Second, by Commissioner Jones. All in favor. Approved. The meeting was adjourned for 8:06 pm.