

BOARD OF COMMISSIONERS' MEETING MINUTES
December 19, 2023 amended
2:00 P.M.
CHERRY VALLEY & ROCHDALE WATER DISTRICT - Hybrid

I. CALL TO ORDER - The meeting was called to order by Chairman Levesque at 2:00 P. M.

The following were in attendance:

Joseph McGinn, Commissioner	1- in person subscriber
Arthur E.J. Levesque, Chairman	
Benjamin Morris, Superintendent	0 - online subscribers
Robert H. Lemieux, Sr., Commissioner - absent	
Jennifer Wood, Treasurer	
Cheryl Balkus, Clerk	

II. District Member Forum – Chairman Levesque called the district member forum to begin. Subscriber Buteau commented that he read the LOI agreement and speaking as a rate payer and person who has solar from his standpoint that tried to find an article to purchase outright at a low interest loan. Did not know how the district got into this company and suggested if someone had done the research feels would be more of a benefit to the district and that this is his own opinion. There was no further discussion or comments. Commissioner McGinn motions to close the district member forum seconded by Chairman Levesque. All in favor. Approved.

III. APPROVE MINUTES

November 14, 2023, Meeting Minutes –Commissioner McGinn motions to approve the November 14, 2023, meeting minutes. Seconded by Chairman Levesque. All in favor. Approved.

IV. FINANCE

- A.** Approve November 20, 2023, Warrant
- B.** Approve November 27, 2023, Warrant
- C.** Approve December 4, 2023, Warrant
- D.** Approve December 11, 2023, Warrant

Commissioner McGinn motions to approve all the above warrants. Seconded by Chairman Levesque. All in favor. Approved.

- E.** November bank transfer - Commissioner McGinn motions to approve the transfer from the water checking account in the amount of \$52,034.46 to the sewer checking account. Seconded by Chairman Levesque. All in favor. Approved.
- F.** Investments – Per Treasurer Wood from the previous meeting it was discussed about Bartholmew Investments. She did not receive any questions from the last meeting from the commissioners and looking to the Board if we are to move forward. Commissioner McGinn motioned to proceed arrange an appropriate investment portfolio through Bartholomew in amount to be determined. Per Treasurer Wood to clarify we need to know the amount at today's meeting.

Per Subscriber Greg Buteau he contacted the Town of Leicester and shared discussions with some of the staff. They invest but they invest only 10% in Treasuries. He asked the Town Treasurer who responded that they are mostly with institutions. Just as an outsider, why is the town investing in institutions instead of going with Bartholomew? Per Treasurer Wood also spoke with the Town Treasurer they have monies in with Bartholomew, Unibank and other institutions. He does not always agree to having CD's because if they needed to have access to the money they would not. We would be something like the town, however CVRWD does not have as much money as the town. We don't need access to money as the town does and we would not be taking the entire amount at once to invest. We would start at \$250,000.00 and in three months to see where we are at invest another \$250,000.00 in three months and then see what we would want to do as we go along. Every three months it frees up and we have money sitting in the checking account. Commissioner McGinn rephrased the motion to move to authorize the Treasurer to establish an account with Batholomew Associates in the Treasury in the amount of \$250,000.00 for a 3-month investment period and add subsequent amounts of deposit that would be subject to board approval and authorization. Seconded by Chairman Levesque. Per Treasurer Wood she could do this without commissioners' approval, but this is not how the district operates and always wants the commissioners involved.

V. Administration

- A.** Tata & Howard Sargent St contract – Per Superintendent Morris has the Construction Administration Contract from Tata & Howard. It would be put out to bid mid-January, would begin construction in the Spring and should be completed by the end of June. Commissioner McGinn motions to approve the contract in the amount of \$22,800.00. Seconded by Chairman Levesque. All in favor. Approved.
- B.** Service Renewal Application – Commissioner McGinn motions to approve the Service Applications for 68 Pleasant St unit 27 & unit 33. Seconded by Chairman Levesque. All in favor. Approved.
- C.** New Service Application – Per Superintendent Morris, the customer won't be beginning construction till the Spring, but the owner wanted to have all paperwork completed for when it is time to start construction. Commissioner McGinn motions to approve the New Service Application for 523 Pleasant St. Seconded by Chairman Levesque. All in favor. Approved.

VI. Operations –

Backwashed the well. When doing the vessel had a blow out, ordered parts and repaired. Took about three days and as a result the well was offline. Awaiting to hear back from Microbac with arsenic levels.

Filled out expression of interest for the MVP for Kettle Brook Crossing. Tata & Howard provided a rough estimate and would be for planning and what would our options be. We would need to work with the town regarding the dam issue that is causing the issue. Perhaps will be more positive than when we applied last year and should hear a response in January.

Had a follow up meeting with the One Stop program regarding the grant and we tried to get for Sargent Street. Our project was submitted when a time when a lot of rain issues

and a lot of people put in for drainage issues and held us back in the scoring of the grant. Going forward, will be to focus on how the project will improve such as development, fire flow development and housing. Sargent St did not fit this area of design for them. Next round late spring with a few areas in the Rochdale area from reports in 2018 regarding fire flow and will go after these grants.

Subscriber Buteau commented if they are looking for housing its dependability to show how it leads to the development. It's phrases that they look for.

Leak detection was done with no issues in the system right now.

Starting into January will begin to look at the preliminary budget. We are already receiving notifications from vendors that more price increases and our billing software is going to need to be updated. There are a lot of items that are coming in earlier than normal. Per the Treasurer some of the increases will begin January 1 and others will be fiscal. When the budget is done there is a small buffer for this, however the increases that are being received are more than predicted.

Per Commissioner McGinn commented Lead & Copper is going to be a problem. Per the Superintendent we have records that give us information about a lot of the properties in the district, those that we don't have need to be inspected. Chairman Levesque commented that there will be a lot of upset people if they must replace. Per the Superintendent there is a grant out there that could not cost anyone any money.

Commissioner McGinn requested to be provided with a financial update of the budget at the next meeting.

Wanted to know if the website runs the same as the towns. Per the staff it is not. We are putting in for a grant next year to see if we can obtain it.

Per Commissioner McGinn this is available a ~~available there is the~~ small to medium size systems EUM (Effective Utility Management) Program and wanted to know if the district has ever pursued it. Per the Superintendent is not familiar with this. Per Commissioner McGinn he would be happy to put together some information regarding this and put it on the future agenda.

- VII.** Date of Next Meeting: Commissioner McGinn motions to have the next hybrid meeting January 16, 2024, at the district office at 2:00 P.M. Seconded by Chairman Levesque. All in Favor. Approved.
- VIII.** Adjournment: Commissioner McGinn motioned to adjourn. Seconded by Chairman Levesque. All in favor. Approved. The meeting ended at 3:12 p.m.