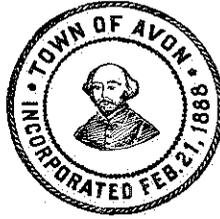


WATER COMMISSIONERS

Peter C. Marinelli, Chairman
Charles P. Comeau, Jr. Clerk
Charles H. Linfield, Associate

AVON WATER DEPARTMENT
TOWN OFFICES AT BUCKLEY CENTER
AVON, MASSACHUSETTS 02322

Bruce Baldwin, Interim Water
Superintendent

**Avon Board of Water Commissioners**

Meeting Minutes Thursday August 30, 2012

Meeting called to order at 7:05 PM by P. Marinelli.

Attendance

Water Commissioners: Peter Marinelli, Present
Charlie Linfield, Present
Charles Comeau, Jr., Present
Bruce Baldwin, Interim Superintendent

Applications and Permits:

None

Financial Business:

Department Schedules reviewed and signed for Underwater Solutions and Amory Engineers. B. Baldwin satisfied with Underwater Solutions.

Operations & Administration Update

SCADA Repair Costs: binder of alarm calls kept by B. Baldwin. Discussion on the fact that need for upgrades brought to Board in the past and C. Linfield commented that funding has been an issue and sense of urgency and importance wasn't imparted to Board. Alarm calls and SCADA printouts presented to Board by B. Baldwin. Quotes presented to Board from ABTNS and RE Erickson. B. Baldwin discussed need for computer upgrades and need for redundant computer system for backup and that SCADA security is non-existent at present. SCADA is the most critical decision that Board needs to make according to B. Baldwin. B. Baldwin suggests prior to trying to obtain funding having R. Johnson come in to talk to Selectmen. C. Linfield: necessary to meet with Selectmen and Finance Committee for transfer request and Special Town Meeting necessary to try and obtain funding. On possibility of need to go to bid, B. Baldwin's understanding is that RE Erickson is a specialty company and existing vendor so possibly don't need to bid. Motion made by C. Linfield that, based on information provided by Interim Superintendent on SCADA and two presented estimates, to request a joint meeting with the Selectmen and Finance Committee to come up with funding solution for this problem. Seconded by C. Comeau, Jr. All in favor. Once SCADA all set, generators need to be priority number two and generators have possibly never been tested under load and general discussion on generators. C. Linfield recommends that, beginning next week, an employee be chosen to systematically test generators until all cycled through to determine what is needed using appropriate safety precautions. General discussion on scheduled vs. unscheduled overtime. B. Baldwin has made a department attendance binder. B. Baldwin recommends quarterly spot check by Board of water department facilities without notice.

Water Superintendent Vehicle: check engine light came on and Interim Superintendent needs to check past invoices to determine who did work, vehicle has been all over the road, piece that comes with bearings missing. B. Baldwin commented that it is not a good idea to have individuals who aren't mechanics maintain vehicles for liability and other reasons. Problem has been corrected by George's Garage.

Set points for potassium hydroxide, high alarm set at 10, very high, Interim Superintendent gave new set points for each location. Discussion followed.

CC

Old Business

No minutes to approve.

Continuation of hearing request ongoing.

Discussion, filling of open position, Distribution. Selectmen to meet Tuesday, Chairman Marinelli will remind M. McCue about open position tomorrow.

Soft start installation Porter well-no quote received as of this date from D. Collum but he has been in to obtain information.

New Business

Repair quote for backhoe, obtaining additional quotes. B. Baldwin got 3 prices, concerned that George's Garage may have forgotten something in price as his price is so much lower, even though tires aren't included. Won't allow him to change price but will allow him to back out of job.

Adopt procedures of Chapter 165, Sect. 11A through 11 E-delinquent account collection:NEWWA Certification & Code of Ethics presented to and discussed by Board. Discussion of Ch. 165 as presented. B. Baldwin asked Board to adopt procedures as guidelines, suggests Board can table if they would like opportunity to read and review. Board should consider instituting interest rates on delinquent accounts. Board to take under advisement.

Comcast outstanding bill/terminations of service rectified 8/29/12. Comcast had credited payment to wrong accounts.

Phone line of previous Superintendent, B. Baldwin is unable to cancel because Town of Avon is not the owner of record for this account, eventually Verizon will shut off for non-payment. Everyone has been told not to pay bill for this account number or for anything with J. Tetreault's name on it. P. Marinelli wants Bruce to show M. McCue bill tomorrow and make sure he shows attorney, let them know that Board demanded that it be shut off. B. Baldwin also asked P. Marinelli to discuss this with M. McCue tomorrow.

Snow plow? Superintendent's vehicle: B. Baldwin understands that there is a possibility of a small plow and has been told that it's not at Water Dept. garage. Discussion followed. C. Linfield confirmed that there was a plow and stated that this is an issue for the attorneys.

DRAFT letter to employees re: primary and secondary operators and additional information-DEP: Per B. Baldwin, on hold until M. McCue speaks with labor attorneys. B. Baldwin: not asking anyone to do anything more, adds accountability, trying to comply with DEP requirements. C. Linfield made a motion to accept draft resolution and paperwork accompanying it on primary and secondary operators. Town Administrator wants to check with labor counsel, understand. It is acceptable to the board that the Town Administrator first wants to check with labor counsel. C. Comeau, Jr. seconded. P. Marinelli: abstained. 2-0 in favor.

Alarm problems last night and today possibly caused by ph high alarms, now closer to where should be. Chlorine analyzer is a big problem, this morning replaced with spare so if alarms stop will send original unit for repair. B. Baldwin: update on situation, concern about remote access, that there is a possibility that somebody may be manipulating.

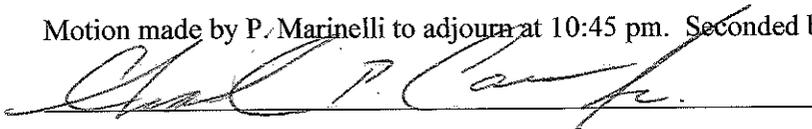
Verizon Wireless will do what they can to radio contact on Page St. tank to correct and zero bill out.

C. Linfield would like to request meeting with Selectmen re: new hire, Selectmen/Finance Committee for funding for DEP and SCADA system, would like to petition for full time secretarial support. Timing of B. Bullock e-mail discussed. 133 Main Street is on agenda for Selectmen's meeting for Tuesday night. B. Baldwin suggests PE designation if town changes to DPW for possible new Superintendent, also previous experience.

Future Projects

TBD

Motion made by P. Marinelli to adjourn at 10:45 pm. Seconded by C. Comeau.



Charles Comeau, Jr., Clerk

Upcoming meetings:

Water Commissioners, Wed. Sept. 5, 2012 at 4:15 pm (Posted)

Water Commissioners, Thurs. Sept. 13, 2012 at 7:00 pm (Not Posted)

Disciplinary Hearing, Thurs. Sept. 18, 2012 at 7:30 pm (Posted)