



Town of Wilbraham

Board of Water Commissioners
240 Springfield Street
Wilbraham, Massachusetts 01095

Wilbraham Board of Water Commissioners

Minutes of Meeting
February 4, 2021

Present by phone: Chairman, James Dunbar; Commissioners Douglas Hutcheson and Rik Alvarez; and Guest, Jim Murphy.

Physically Present: Tonya Basch, DPW Director and Donna Daviau, Administrative Assistant.

This meeting is conducted in compliance with Massachusetts Governor Charles D. Baker's Order Suspending Certain Provisions of the Open Meeting Law, G.L. c 30A §20 (attached) signed March 12, 2020.

Announcement Per MGL c.36(a), 2020

The DPW Director stated the following: In accordance with Mass. General Law Chapter 30(a), section 20, I announce that this meeting of the Wilbraham Board of Water Commissioners is being recorded by the Engineering/DPW Office; and asked if there is anyone present who is also recording this meeting. No one was recording and the minutes reflect that one indicated that they are recording this meeting.

The DPW Director announced that this meeting is conducted in Compliance with Massachusetts Governor Charles D. Baker's Order Suspending Certain Provisions of the Open Meeting Law G.L. c. 30A, §20 signed March 12, 2020. Most participants of this meeting are attending electronically.

CALLED MEETING TO ORDER:

Meeting was called to order at 8:46 a.m.

MINUTES:

Motion was made and unanimously voted to accept Minutes of the January 7, 2021 meeting.

BUDGET:

The budget must be presented to the Finance Committee and the Board of Selectmen. The DPW has a Capital Request. Looking at a maintenance truck with a lift gate to service the DPW Fleet. All DPW Departments will be contributing.

Water Department recently hired a new employee. He recently resigned because of Covid. That portion of his salary was not used.

Fiscal Year 2021 ends June 30, 2021.

We have not heard back from the MWRA as to the final numbers. \$70,000.00 has been set aside in the Reserve Fund. If the MWRA numbers increase greatly, we plan to allocate monies from Retained Earnings.

MWRA:

The flows are right in line with the previous years.

WATER DEPARTMENT BUSINESS:

Hardship(s) waiver of late fee and interest. 1 Baldwin Lane - motion was made and unanimously voted to have the late fee and interest stand. 4 Old Farm Road – James Dunbar made motion and Rik Alvarez seconded the motion to have the late fee and interest stand.

Demand bills went out on January 21, 2021 and are due today, February 4, 2021. The outstanding balance is \$84,981.30. This figure is through February 1, 2021 and does not include Friendly's bankruptcy \$105,264.64.

Glenn Drive. Wrapped up down to the hydrant. The Board had inquired as to whether letters will be sent out, along with cost to connect in. Vinnie Pafumi, Water Superintendent will address this at the next meeting.

Other Business:

Jim Murphy, attended the meeting as he may be interested on serving on the Board.

Water Regulations would like to take a look at to update. Tighe & Bond Assessments to Vulnerability Emergency Response Assessment. Looking at repurposing the data. Looking at the EPA Tool Kit. It is not a State requirement, but an EPA requirement. Will be putting Tighe & Bond on the back burner; and will be utilizing the Tool Kit.

Board requests an update from Vinnie on the tank inspection. Tank inspection to be place on the next meetings Agenda.

Discussion took place relative to and Executive Session taking place in the future relative to the Vulnerability Emergency Response Plan (Resiliency Plan).

NEXT MEETING:

The next meeting is scheduled for March 4, 2021 at 8:45a.m.

Motion was made and seconded to adjourn at 9:25 a.m.

Respectfully submitted,

Donna E. Daviau
Administrative Asst.