



The West Boylston Water District

Meeting Date and Time: February 11, 2019; 5:00pm

Members Present: Stanley Szczurko, Jr., James LaMountain, Gary Flynn, Michael Mard

Also Present: Michael Coveney, Heather Isaacs, Lori Renzoni

Mr. Szczurko called the meeting to order at 5:00 pm.

ITEM 1: TREASURER'S REPORT given by Heather Isaacs, Treasurer. *See attachments.*

Monthly Water Charges: Water charges for January 2019 provided income of almost \$10K over projected budget. Total income significantly over almost \$80K this fiscal year to date. AR balances up slightly due to connection fees and backflow charges to \$70K. No further questions on this schedule.

Profit & Loss: Budget vs. Actual through January 31. Ms. Isaacs noted that Income accounts remain over projected budget by approximately \$112,000.00 due to water charges and connection fees. Expense accounts noted: Admin and Salary remains over budget by about 30%; some of this due to three pay periods in January. Electricity accounts remain under budget by about \$11,000 as well as Legal/Consulting by about \$33,000.00. Computer/Technology remains over budget as expected; Water Treatment Chemicals slightly over budget due to recent billing that is not monthly; Tools is also over budget but will be credited due to grant money pending. Service & Distribution account is starting to level off; District Improvements are under budget by over \$14K. Mrs. Isaacs clarified that the Emergency Service and Distribution account were outsourced emergency services not anticipated/budgeted. Total expenses are over budget by about \$13,000.00 with the third January pay period and one-time payments due in January. No further questions on this schedule.

Balance Sheet: As of January 31, cash accounts total just over \$628,000.00 with investments at \$928,944.69; current total assets are \$5,621,634.66. Liability & Equities include outstanding bills and payroll liabilities of \$52,655.16 and long term, loans/pension liabilities of \$2,517,130.62. Mrs. Isaacs noted that the appropriated accounts remain the same as last month. Mr. Szczurko had Mrs. Isaacs explain the -1.2M in retained earnings which result from the new reporting of long-term pension liabilities and will diminish in years to come as earnings are posted. Mrs. Isaacs noted that we have equity of approximately \$3M. No further questions on this schedule.

ITEM 2: CAPITAL SPENDING FORECAST *See attachment.*

Mrs. Isaacs presented the forecast for spending over the next four fiscal years. Mrs. Isaacs noted that concrete numbers were still unavailable and projected costs were being used for this schedule, but the goal was to come in under budget on all items. Mrs. Isaacs approximated the costs of the filtration pilot study to be \$120,000.00, to be paid this fiscal year from the current operating budget. The estimated cost for the North Main Street water main replacement project loan is \$3M (at 2%), with first loan payment made in fiscal year 2021 of about \$175,000.00. This loan should be anticipated to have close to the same payments being made over the next several fiscal years. Starting in fiscal year 2022, payments on loans taken out to fund the treatment facility (approximate cost of \$3M, taken out in fiscal year 2021) would be an additional \$175,000.00 per fiscal year. The new well cost is estimated at \$1M, to be paid by the fiscal year 2019 and 2020 operating budget. Total expenditures/loans anticipated for all upcoming projects are estimated at \$7,420,000.00. This includes some tank repairs that may or not need to be done

that will also be funded through the current operating budget. With additional projects, the District can anticipate spending anywhere from \$220,000.00 to \$1,200,000.00 additionally per year *on top of current operation expenses*. Mrs. Isaacs is recommending funding already appropriated monies into the reserve/stabilization fund before May in order to bank monies so as to fund short-term expenditures listed above, and then using some of the investments to fund the new well next fiscal year. Mrs. Isaacs included appropriations to the reserve/stabilization funds based on 10% of earnings for the next several fiscal years but advised that the Board may want to vote for a smaller percentage in order to have additional cash available towards these upcoming expenditures. Mrs. Isaacs then outlined how she is recommending taking payments out of the current capital appropriations. Mrs. Isaacs is doubtful that our cash balance for appropriation will be above what we already have. Mrs. Isaacs feels that we have funding for current projects. Mrs. Isaacs then outlined anticipated earnings and operating budgets with a 3% increase and made some adjustments with loan increases and transfers, which would show a shortage of \$93,000 with only a 10% rate increase and a shortfall of \$8,500 with a 20% rate increase. Mrs. Isaacs then expanded to beyond the next fiscal year with additional rate increases for revenue and anticipated costs and noted shortfalls with increases. Mrs. Isaacs feels that if costs come in under budget, there will not be a shortfall; however they may need to not appropriate the full 10% of revenue to stabilization and reserve funds. Capital Spending Forecast outlines several different scenarios for increasing income. Discussion followed what the best course of action would be to fund necessary projects and not burden the ratepayer. Mr. LaMountain noted that our ratepayers may vote down the funding at the annual meeting. Mr. Szczurko noted that if we had a consent order from the State we would be mandated to pay for projects and it would come out of our operating budget without loans, which would make rates skyrocket. It was also noted that rate increases are not voted on but structured by the Water Board of Commissioners. Mr. LaMountain encouraged the Board to start notifying customers of upcoming rate increases via the web page. Mr. Flynn questioned whether repairs to North Main Street were necessary. Mr. Coveney justified the expense and Mr. Szczurko clarified this project was one of the primary needs as outlined by the Master Plan. The Board agreed that final rate increase amounts will be finalized at the 3/18/19 Board meeting and notification should begin with April billing.

SUPERINTENDENT'S REPORT given by Michael Coveney, Superintendent. *See attachment.*

Additional comments/questions:

- 1.) As of 2/11/19 John Scannell has no answer to preference.
- 2.) No further questions/comments.
- 3.) Mr. Coveney has a meeting with the town attorney first week of March to review testimony.
- 4.) Thursday 2/14/19 10a meeting, with end of month start time; weather contingent.
- 5.) No further questions/comments.
- 6.) Broken operating rod on curb stop delayed shut off. Main shut off while box exposed; will shut off valve at connection for this service when repairs being done so no main shut off necessary.
- 7.) Anticipates having plans/specs to Mass DeP in October of 2019.
- 8.) Mr. Szczurko questioned whether Ms. Berger had personnel and whether CEI was no short-staffed. Mr. Coveney does not anticipate the District projects they were working on being impacted.

NO FURTHER QUESTIONS/COMMENTS.

ITEM 3: OLD BUSINESS (attachments)

- 1.) Pleasant Valley Well: adding meets and bounds to map/deed needed before registered; waiting to hear whether attorney writing up wording or Mass DeP writing up wording.
- 2.) Westland Circle: Blasting finished, no issues with tank. WB Fire on site during project.
- 3.) Cavour Circle/Shrine Ave: Planning Board meeting results unknown. Status unknown.

ITEM 4: NEW BUSINESS

- 1.) Mr. Szczurko questioned whether new truck planned; Mr. Coveney indicated new truck purchase planned for FY20.
- 2.) Mr. Coveney received notice of noncompliance from Mass DeP on paperwork from 2003 reports; Weston & Sampson will fix without charge. Mr. Coveney noted that all use-limitation rated sites are reviewed regularly, which is why notice received.

ITEM 5: APPROVAL OF MINUTES

Mr. Mard moved to approve the January 14, 2019 meeting minutes; Mr. LaMountain seconded the motion; all voted in favor, motion passed.

Next meeting scheduled for March 18, 2019; 5:00pm.

Mr. LaMountain made a motion to adjourn the meeting, Mr. Flynn seconded, all voted in favor. Mr. Szczurko adjourned the meeting at 6:30pm.



MEETING POSTING
IN ACCORDANCE WITH THE PROVISIONS OF MGL 30A §§ 18-25

WEST BOYLSTON WATER DISTRICT

February 7, 2019

Board/Committee Name

Date of Notice

183 WORCESTER STREET

COMMISSIONER'S ROOM

Meeting Place

Conference Rm. No.

February 11, 2019

Robert Bryngelson

Monday 5:00 p.m.

Date/Time of Meeting

Clerk of Board or Bd. Member Signature

Meeting canceled/Postponed to: _____

Date of cancelation/Postponement _____



Notices and agendas are to be posted 48 hours in advance of the meetings excluding Saturdays, Sundays, and legal holidays. Please note the hours of the Town Clerk's Office to ensure that your posting has satisfied this requirement.

List of the topics that the chair reasonably anticipates will be discussed at the meeting below and submit to the Town Clerk. Use additional sheets if required.

Agenda

- 5:00 PM CONVENE MEETING
- 5:05 PM TREASURER'S REPORT – Heather Isaacs
- 5:15 PM SUPERINTENDENT'S REPORT – Mike Coveney
- 5:25 P.M. OLD BUSINESS – Pleasant Valley Well Easement
- 5:35 P.M. NEW BUSINESS – MassDEP NON – Oakdale Well AUL
- 5:45 P.M. READING/APPROVAL OF MINUTES
- 5:55 P.M. ANY OTHER BUSINESS NOT REASONABLY ANTICIPATED
- 6:00 P.M. CLOSE MEETING

W.B. Water District
 Monthly Water Charges
 FY19

	FY19 actual	FY19 budget	FY19 variance	months	AR Balance	FY18 actual	Fluctuation From PY	FY17 Actual Billing	FY16 actual billing	FY15 actual billing	FY14 actual billing	FY13 actual billing
Jul-18	109,532.03	100,000.00	9,532.03	April, May, June	76,000.00	101,981.91	7,550.12	102,821.50	105,821.34	101,640.13	87,330.24	91,063.81
Aug-18	104,281.44	95,000.00	9,281.44	May, June, July	73,000.00	89,695.33	14,586.11	102,939.03	100,339.83	94,837.42	86,241.55	82,477.60
Sep-18	93,984.49	85,000.00	8,984.49	June, July, August	70,000.00	85,240.70	8,743.79	95,905.51	79,181.53	88,936.29	82,058.56	92,245.73
Oct-18	138,105.07	120,000.00	18,105.07	July, August, Sept	70,000.00	111,425.00	26,680.07	126,013.92	121,033.02	122,110.80	107,460.04	114,637.42
Nov-17	96,991.99	96,000.00	991.99	Aug, Sept, Oct	69,000.00	101,502.56	(4,510.57)	99,420.46	97,844.64	95,010.88	94,119.89	99,476.77
Dec-18	82,906.00	72,000.00	10,906.00	Sept, Oct, Nov	60,000.00	76,104.88	6,801.12	69,940.71	76,862.25	79,146.34	72,354.66	69,128.39
Jan-19	101,863.31	80,000.00	21,863.31	Oct, Nov, Dec	70,000.00	100,541.15	1,222.16	82,719.32	82,141.07	79,812.91	89,450.72	84,270.27
Feb-19		72,000.00		Nov, Dec, Jan		78,228.28		73,931.58	75,227.47	73,347.10	89,869.03	69,728.97
Mar-19		65,000.00		Dec, Jan, Feb		70,771.33		68,705.01	65,506.41	70,680.39	76,350.88	69,817.06
Apr-19		82,000.00		Jan, Feb, Mar		91,216.87		82,275.33	84,777.96	93,370.08	79,449.01	82,816.53
May-19		68,000.00		Feb, Mar, April		75,155.54		70,327.02	68,509.98	71,647.70	65,813.28	72,548.64
Jun-19		65,000.00		Mar, April, May		73,394.50		68,501.52	70,285.63	62,835.48	68,645.96	66,569.41
Totals	\$ 727,664.33	\$ 1,000,000.00	\$ 79,664.33			1,055,358.05	61,072.80	1,043,501.01	1,027,531.13	1,033,375.52	999,143.82	994,780.60

West Boylston Water District
Profit & Loss Budget vs. Actual
 July 2018 through January 2019

	Jul '18 - Jan 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4175 · Interest Charges	4,932.65	3,850.00	1,082.65	128.1%
4250 · Water Charges & Services				
4251 · Worcester Corporate Water Charg	-3,062.00			
4250 · Water Charges & Services - Other	716,064.04	648,000.00	68,064.04	110.5%
Total 4250 · Water Charges & Services	713,002.04	648,000.00	65,002.04	110.0%
4260 · User Fee	80,000.00	42,000.00	38,000.00	190.5%
4261 · Back Flow	6,240.00	4,800.00	1,440.00	130.0%
4262 · Fire Line	15,392.30	15,648.60	-256.30	98.4%
4270 · Merchandise & Jobbing	701.65			
4275 · Meters	8,800.00	2,800.00	6,000.00	314.3%
4320 · Rental Income	78,508.43	86,650.13	-8,141.70	90.6%
4820 · Investment Income				
4821 · Net investment income	6,959.17			
4820 · Investment Income - Other	1,637.63	2,100.00	-462.37	78.0%
Total 4820 · Investment Income	8,596.80	2,100.00	6,496.80	409.4%
4840 · Miscellaneous Revenue	6,240.00	4,404.15	1,835.85	141.7%
Total Income	922,413.87	810,252.88	112,160.99	113.8%
Gross Profit	922,413.87	810,252.88	112,160.99	113.8%
Expense				
5000 · Operation & Maintenance				
5130A · Salaries & Employee Benefits				
5130 · Admin & Salaries				
5143 · Overtime Wages	11,797.82	11,627.00	170.82	101.5%
5130 · Admin & Salaries - Other	188,317.90	146,244.55	42,073.35	128.8%
Total 5130 · Admin & Salaries	200,115.72	157,871.55	42,244.17	126.8%
5131 · Superintendent's Salary	61,024.87	54,255.25	6,769.62	112.5%
5132 · Commissioners Salaries	2,500.00	2,500.00	0.00	100.0%
5134 · Payroll Processing Expense	797.75	700.00	97.75	114.0%
5135 · Worcester Retirement System	50,900.00	51,850.00	-950.00	98.2%
5136A · Health Insurance				
5136 · Employee's	53,545.76	52,994.06	551.70	101.0%
5137 · Retiree's	9,662.81	11,896.50	-2,233.69	81.2%
Total 5136A · Health Insurance	63,208.57	64,890.56	-1,681.99	97.4%
5138 · Life Insurance	361.80	415.94	-54.14	87.0%
5139 · Uniforms	3,116.81	3,330.00	-213.19	93.6%
5140 · Workers' Comp Insurance	7,391.84	7,980.00	-588.16	92.6%
5141 · Employee Training	1,755.00	1,458.33	296.67	120.3%
5142 · Payroll Taxes	4,420.16	3,850.00	570.16	114.8%
5130A · Salaries & Employee Benefits - Other	130.95			
Total 5130A · Salaries & Employee Benefits	395,723.47	349,101.63	46,621.84	113.4%
5200 · Bank Service Charge	0.00	210.00	-210.00	0.0%
5210 · Heating	1,850.17	2,916.66	-1,066.49	63.4%
5215 · Telephone	5,892.50	6,294.17	-401.67	93.6%
5220 · Electricity				
5221 · Beaman Street	53.14	87.50	-34.36	60.7%
5222 · Lawrence Street	211.56	262.50	-50.94	80.6%
5223 · Lee Street	9,569.36	11,666.66	-2,097.30	82.0%
5224 · Prospect Street	147.75	204.15	-56.40	72.4%
5225 · Temple Street	19,756.67	25,083.32	-5,326.65	78.8%
5226 · Thomas Street	2,184.80	2,333.32	-148.52	93.6%
5227 · West Boylston Street	5,804.24	8,166.66	-2,362.42	71.1%

West Boylston Water District
Profit & Loss Budget vs. Actual
 July 2018 through January 2019

	Jul '18 - Jan 19	Budget	\$ Over Budget	% of Budget
5228 · Western Avenue	1,752.59	2,333.32	-580.73	75.1%
5229 · Worcester Street	1,203.24	1,458.32	-255.08	82.5%
5229A · Laurel Street	666.93	700.00	-33.07	95.3%
Total 5220 · Electricity	41,350.28	52,295.75	-10,945.47	79.1%
5230 · Legal & Accounting				
5231 · Audit Expenses	4,500.00	0.00	4,500.00	100.0%
5232 · Accounting Expense	4,499.40	5,833.30	-1,333.90	77.1%
5233 · Legal Expense	0.00	5,833.30	-5,833.30	0.0%
5234 · Consulting Expense	28,083.57	58,333.30	-30,249.73	48.1%
Total 5230 · Legal & Accounting	37,082.97	69,999.90	-32,916.93	53.0%
5240 · Auto & Truck Expense				
5241 · Gasoline & Oil	6,136.06	7,000.00	-863.94	87.7%
5242 · Repairs & Maintenance	5,367.82	3,500.00	1,867.82	153.4%
Total 5240 · Auto & Truck Expense	11,503.88	10,500.00	1,003.88	109.6%
5300 · Property and Liability Insuranc	12,507.18	13,707.00	-1,199.82	91.2%
5420 · Office Expense				
5421 · Office Supplies	2,446.92	2,041.69	405.23	119.8%
5422 · Postage	3,315.83	3,500.00	-184.17	94.7%
Total 5420 · Office Expense	5,762.75	5,541.69	221.06	104.0%
5423 · Computer/Tech	13,242.68	5,833.38	7,409.30	227.0%
5430 · Pump Station Supplies	2,794.77	2,916.69	-121.92	95.8%
5435 · Water Quality Control Expense	4,592.29	5,250.00	-657.71	87.5%
5440 · Water Treatment Chemicals	32,398.28	26,250.00	6,148.28	123.4%
5500 · Tools	6,168.26	2,916.66	3,251.60	211.5%
5600 · Repairs & Maintenance				
5601 · Equipment Repairs	8,021.68	5,833.31	2,188.37	137.5%
5602 · Facility Repairs	470.24	5,833.32	-5,363.08	8.1%
Total 5600 · Repairs & Maintenance	8,491.92	11,666.63	-3,174.71	72.8%
5625 · Property Maintenance	4,688.92	5,833.34	-1,144.42	80.4%
5790 · State & District Expense	3,757.05	4,700.00	-942.95	79.9%
5791 · GIS Projects	3,000.00	3,000.00	0.00	100.0%
5795 · DEP Primacy Fees	1,744.34	1,607.00	137.34	108.5%
5840 · Serv & Distr. Improve.				
5840E- Emergency Repair Costs	4,453.50			
5840 · Serv & Distr. Improve. - Other	77,682.24	67,083.34	10,598.90	115.8%
Total 5840 · Serv & Distr. Improve.	82,135.74	67,083.34	15,052.40	122.4%
5950 · District Improvements				
5951 · District Improvements (Capital)				
5951D · Worc St Building Renovations	562.86			
5951 · District Improvements (Capital) - Ot...	34,823.40			
Total 5951 · District Improvements (Capital)	35,386.26			
5950 · District Improvements - Other	15,320.00	64,750.00	-49,430.00	23.7%
Total 5950 · District Improvements	50,706.26	64,750.00	-14,043.74	78.3%
Total 5000 · Operation & Maintenance	725,393.71	712,373.84	13,019.87	101.8%
Total Expense	725,393.71	712,373.84	13,019.87	101.8%
Net Ordinary Income	197,020.16	97,879.04	99,141.12	201.3%
Other Income/Expense				
Other Income				
8400 · Insurance Reimbursement	2,050.00			
Total Other Income	2,050.00			

West Boylston Water District
Profit & Loss Budget vs. Actual
 July 2018 through January 2019

	Jul '18 - Jan 19	Budget	\$ Over Budget	% of Budget
Other Expense				
8000 · Interest Expense				
8050 · DSRF Earnings	-307.14			
8060 · Contract Assistance	-1,930.14			
8000 · Interest Expense - Other	7,498.52	10,679.00	-3,180.48	70.2%
Total 8000 · Interest Expense	5,261.24	10,679.00	-5,417.76	49.3%
Total Other Expense	5,261.24	10,679.00	-5,417.76	49.3%
Net Other Income	-3,211.24	-10,679.00	7,467.76	30.1%
Net Income	<u>193,808.92</u>	<u>87,200.04</u>	<u>106,608.88</u>	<u>222.3%</u>

West Boylston Water District
Balance Sheet
 As of January 31, 2019

	Jan 31, 19
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash-Checking & Savings	278,454.68
1020 · Petty Cash	45.44
1025 · Cash on Hand	125.00
1050 · Clinton Savings Capital Account	349,809.38
Total Checking/Savings	628,434.50
Accounts Receivable	
1201 · User Charges	274,614.61
Total Accounts Receivable	274,614.61
Other Current Assets	
1159 · Investments	928,944.69
Total Other Current Assets	928,944.69
Total Current Assets	1,831,993.80
Fixed Assets	
1998 · Capital Assets - Depreciable	3,392,723.44
1999 · Capital Assets - Nondepreciable	316,996.42
Total Fixed Assets	3,709,719.86
Other Assets	
2860 · Deferred Outflows of Resources	78,921.00
Total Other Assets	78,921.00
TOTAL ASSETS	5,620,634.66
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	33,320.58
Total Accounts Payable	33,320.58
Other Current Liabilities	
2100 · Payroll Withholdings	899.78
2430 · Accrued Vacation Pay	18,434.80
Total Other Current Liabilities	19,334.58
Total Current Liabilities	52,655.16
Long Term Liabilities	
1750 · Deferred Inflows of Resources	116,660.00
2600 · N/P - DEP (SRF Funding)	584,687.62
2800 · Other Post Employment Benefits	1,080,197.00
2850 · Net Pension Liability	735,586.00
Total Long Term Liabilities	2,517,130.62
Total Liabilities	2,569,785.78
Equity	
3300 · Reserved for office renovations	4,844.75
3301 · Reserved for Well Exploration	847,688.22
3775 · Investment in PP&E-District	3,219,323.21
3900 · Retained Earnings	-1,215,323.03
Net Income	194,315.73

4:26 PM

02/11/19

Accrual Basis

West Boylston Water District
Balance Sheet
As of January 31, 2019

	<u>Jan 31, 19</u>
Total Equity	<u>3,050,848.88</u>
TOTAL LIABILITIES & EQUITY	<u>5,620,634.66</u>

**West Boylston Water District
Capital Spending Forecast**

Projects:	Total Estimated Costs	FY19	FY20	FY21	FY22	FY23
PILOT Study	\$ 120,000.00	\$	120,000.00		\$ 175,000.00	\$ 175,000.00
SRF Loan - North Main St Water Main	\$ 3,000,000.00				\$ 175,000.00	\$ 175,000.00
SRF Loan - Treatment plant (application due 8/19 for 2020 funding; treatment plant vote expected to go on June 2020 annual meeting)	\$ 3,000,000.00				\$	\$
New Well - Pleasant Valley - starting Spring 2019	\$ 1,000,000.00	\$	100,000.00			
Lawrence St Tank #2 Painting (FY20)	\$ 50,000.00		\$			
Lawrence St Tank #1 Rehab (FY20)	\$ 250,000.00		\$			
	<u>\$ 7,420,000.00</u>	<u>\$</u>	<u>220,000.00</u>	<u>\$ 175,000.00</u>	<u>\$ 350,000.00</u>	<u>\$ 350,000.00</u>
Bartholomew - Stabilization Fund						
Beginning Balance		\$	822,675.97	\$	\$ 464,175.97	\$ 612,675.97
Annual Transfer in		\$	127,000.00	\$	\$ 137,500.00	\$ 160,600.00
Transfer (Warrant Article June 2019) for PV Well						
Balance after transfer		\$	949,675.97	\$	\$ 601,675.97	\$ 773,275.97
Current Appropriation for Well Exploration & Other Capital Projects:						
Balance 12/31/18			\$ 847,688.22			
Less: FY19 PILOT Study			\$ (120,000.00)			
Less: FY19 PV Well Inv #1			\$ (100,000.00)			
Less: FY20 PV Well (last invoice)			\$ (150,000.00)			
Less: FY20 Lawrence St Tank #2 Painting			\$ (50,000.00)			
Less: FY20 Lawrence St Tank #1 Rehab			\$ (250,000.00)			
			<u>\$ 177,688.22</u>			
Budgeted Revenue						
Budgeted Expenses (w/o capital, transfers & SRF prints)						
Budgeted vehicle (operating)			\$ 1,375,000.00	\$ 1,485,000.00	\$ 1,606,000.00	\$ 1,727,000.00
Budgeted Capital (operating)			\$ (1,090,313.00)	\$ (1,123,022.39)	\$ (1,156,713.06)	\$ (1,156,713.06)
Budgeted SRF loan payments (operating)			\$ (50,000.00)	\$ (50,000.00)	\$ (50,000.00)	\$ (50,000.00)
Transfers to Stabilization & Reserve Funds			\$ (50,000.00)	\$ (50,000.00)	\$ (50,000.00)	\$ (50,000.00)
			\$ (72,000.00)	\$ (247,000.00)	\$ (422,000.00)	\$ (422,000.00)
			\$ (206,250.00)	\$ (222,750.00)	\$ (240,900.00)	\$ (259,050.00)
			\$ (93,563.00)	\$ (157,772.39)	\$ (263,613.06)	\$ (160,763.06)
Capital Improvement Fee (\$10/Qtz)			\$ 104,000.00	\$ 104,000.00	\$ 104,000.00	\$ 104,000.00



West Boylston Water District

To: Board of Water Commissioners
From: Mike Coveney
Date: 2/11/2019
Re: Superintendents Report

- 1.) New Well at PV: We are still waiting to hear back from DCR about the new deed for the easement. I have spoken to our attorney and he is willing to write the deed, but DCR will need to sign it, and that is why I would like to hear from them first, before having our attorney write the deed.
- 2.) MassDEP ACO: We have not received any information as of today and no ACO has been issued yet.
- 3.) Brossi vs ZBA: The pre-trial conference has been re-scheduled to February 19th and the trial is still scheduled for March 15th. I will be called as a witness.
- 4.) Manganese Pilot Study: We are meeting with Blueleaf this week to visit the well sites so that they can prepare their equipment for delivery.
- 5.) Lawrence Tank #1: This tank remains offline until we get a clear sense of what DEP is requiring us to do. We have not heard back from them as of today.
- 6.) Service Break: On Wednesday February 6th, there was a minor water service break at 160 Prescott St. Fortunately, we were able to vacuum excavate the curbstop and isolate the break to the customer side of the service. The customer is currently on temporary water from a neighbor until they can complete the repairs. We plan to replace our side at the same time.
- 7.) North Main St: The water main project is on the list to be funded through SRF. We will need to draft a warrant article for the annual meeting this year for this. We are working with CEI on the plans and specs for this project and they should have a draft ready for review before the next meeting.
- 8.) CEI-Kristen Berger: Kristen Berger has left CEI to start her own consulting business. CEI plans to subcontract with her on the projects that she has been involved with while working at CEI. This includes our projects also. Her new business will be called Resilient Civil Engineering, P.C.