



The West Boylston Water District

Meeting Date and Time: Monday January 13, 2025; 5:00pm

Members Present: Stanley Szczurko Jr., Robert Bryngelson, Jr., James LaMountain, Michael Mard, Stephen Muscente

Also Present: Michael Coveney, Heather Isaacs, Lori Renzoni, Don Varney

Mr. Szczurko called the meeting to order at 5:00pm and notified the participants that the meeting would be audio recorded.

ITEM 1: TREASURER'S REPORT (see attachments)

Mrs. Isaacs reviewed the Water District's Water Billing income, Balance Sheet, and Profit & Loss reports through December 31, 2024. Mrs. Isaacs clarified the District Improvement Capital account as something that would not be funded through the day to day operating budget to Mr. Szczurko and the dispersal of budget dollars across the months. Mrs. Isaacs noted that accrual adjustments have been made for FY23 and almost complete for FY24, after which time final documentation necessary for free cash certification will be submitted to the State.

ITEM 2: SUPERINTENDENT'S REPORT (attached)

- 1.) Repairs completed around 4:30am.
- 2.) See new business.
- 3.) Mr. LaMountain inquired whether the track could be lowered rather than the railroad bridge raised; much more costly/labor intensive. Mr. Coveney clarified that there are water pipes (mains) on the bridge for Mr. Varney.
- 4.) No further questions or comments.
- 5.) This is owner's responsibility to maintain the hydrant.
- 6.) No further questions or comments.

ITEM 3: OLD BUSINESS- Lee Street Water Main Replacement

Mr. Coveney continues to work with Comprehensive Environmental Protection on the design of the booster pump replacement from 2 pumps to 3 pumps. Received quote from current pump vendor of about \$60,000.00. Mr. Szczurko inquired about the old pumps and their value; Mr. Coveney noted that they will be removed and recycled as there is no value to them.

ITEM 4: NEW BUSINESS- Hartwell/Shrewsbury Street Development

Mr. Coveney reviewed preliminary plans of the addition of 2 building on Hartwell St and 1 building on Shrewsbury for planned construction garage rental units by Rob Fuller and Fuller Industries. The planned Hartwell St. buildings will have less than 10k square feet; the Shrewsbury St. building will have less than 20k square feet. All will have 1" water service feeding domestic water to the buildings; the Shrewsbury St. building will need a fire line for sprinkler protection. These will not have residential use. Comments from the Town Boards is part of the process once final plans are submitted. Mr. Coveney does not anticipate any impact on the water system.

Mr. Muscente inquired about the push for e-mail invoicing; Ms. Renzoni responded that the new program has been adopted well and would be watching the bulk mailing numbers, which needs to be at 500 per mailing. Explained the increase in adoption of autopay and online payment to Mr. Szczurko and the other payment options that may be available from our billing company.

ITEM 5: READING & APPROVAL OF MINUTES

Mr. Bryngelson made a motion to accept the December 16, 2024 meeting minutes as presented; Mr. LaMountain seconded the motion; all voted in favor; motion carried.

ITEM 7: FUTURE AGENDA ITEMS-None presented

Mr. Mard made a motion to adjourn; Mr. Bryngelson seconded the motion; all voted in favor. Motion carried. Mr. Szczurko adjourned the meeting at 5:39pm. Next regular meeting scheduled for February 24, 2025 at 5:00pm.

Meeting Minutes of the West Boylston Water District

January 13, 2025

Members Present: Stanley Szczurko, Jr., Robert Bryngelson, Jr., James LaMountain, Michael Mard, Stephen Muscente

Date of Approval: February 24, 2025

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