



The West Boylston Water District

Meeting Date and Time: Monday November 18, 2024; 5:00pm

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

Also Present: Michael Coveney, Heather Isaacs, Lori Renzoni

Mr. Szczurko called the meeting to order at 5:00pm. Mr. Coveney notified the participants 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 October 31, 2024. Mrs. Isaacs noted that fiscal year end adjustments are anticipated to be done in December/January. Should have all numbers for free cash certification toward end of November. Mrs. Isaacs clarified for Mr. Szczurko the AR amounts being estimated billing. Mr. LaMountain requested that Ms. Isaacs check to see what was budgeted for employee bonuses for year end to vote on next meeting.

ITEM 2: SUPERINTENDENT'S REPORT

- 1.) No other questions or comments.
- 2.) Mr. Coveney noted that fire flow test was complete and sufficient. Mr. Szczurko wanted to know if this is to be a looped system- Mr. Coveney feels this isn't necessary but will discuss with Kristen Berger. Mr. Coveney outlined the size and scope of the project, and noted developer Branded Realty estimated an additional 20k gallons per day usage; will work with Ms. Berger to see if this will impact the District's daily withdrawal limits.
- 3.) Mr. Szczurko had Mr. Coveney clarify that the District paid for the consultant review. Mr. Coveney outlined where the bridge/main is located and noted that it was replaced in 2016. The District has not received plans from the engineering contractors that shows how this will be completed. The start date is planned for the spring of 2025.
- 4.) Mr. Coveney noted water quality better this year as compared to 2023 and the area around the fire department cleared.
- 5.) No other questions or comments.

ITEM 3: OLD BUSINESS- Lee Street Engineering Quotes

No additional quotes received after inquiries made. No further action necessary.

ITEM 4: NEW BUSINESS

Mr. Coveney presented the contract for engineering services for design of new water main system including new pumps for Lee Street, create and oversee bid for the work, and on site construction services. Total cost of engineering services is estimated at \$73,000. Mr. LaMountain motioned to accept the proposal; Mr. Bryngelson seconded the motion; all voted in favor. Board members signed the contract with Comprehensive Environmental, Inc.

ITEM 5: READING & APPROVAL OF MINUTES

Mr. Mard made a motion to accept the October 21, 2024 meeting minutes as presented; Mr. Muscente seconded the motion; all voted in favor; motion carried.

ITEM 7: FUTURE AGENDA ITEMS

None presented.

Mr. Bryngelson made a motion to adjourn; Mr. Muscente seconded the motion; all voted in favor. Motion carried. Mr. Szczurko adjourned the meeting at 5:47pm. Next regular meeting scheduled for December 16, 2024 at 5:00pm.

Meeting Minutes of the West Boylston Water District

November 18, 2024

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

Date of Approval: December 16, 2024

Signed copies available at the West Boylston Water District Office; 183 Worcester St., West Boylston, MA 01583