



The West Boylston Water District

Meeting Date and Time: Monday May 19, 2025; 5:00pm

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

Also Present: Michael Coveney, Lori Renzoni

Mr. Szczurko called the meeting to order at 4:34 and notified the participants that the meeting would be audio recorded.

ITEM 1: Customer Abatement Request- Passed over.

ITEM 2: Superintendent's Report

- 1.) No further questions or comments.
- 2.) Could take month plus for approval.
- 3.) No further questions or comments.
- 4.) Extensive advertising done to notify area of construction. Mr. Muscente asked whether area residents had concerns- Mr. Coveney assured area residents that they will have full access. Mr. Coveney also clarified that Holden police is aware and have posted on social media.

ITEM 3: OLD BUSINESS-

Lee Street Water Main Replacement- Contracts are signed and contractor is ready to get started

Pleasant Valley Manganese- Samples being taken; all below the .2 actionable levels but detectable.

ITEM 4: TREASURER'S REPORT

Treasurer Heather Isaacs reviewed the Water Use Charges Revenues, Profit & Loss and Balance sheet through April 30, 2025. No further questions or comments on these schedules.

Proposed FY26 Budget - Mrs. Isaacs presented the proposed Fiscal Year 2026 budget. Mr. Muscente had Mrs. Isaacs break down the income accounts; Mrs. Isaacs explained that water use charges increased by 5%, new construction estimates included a conservative five new service charges separately from water use charges. Mr. LaMountain had Mrs. Isaacs clarify that the revenues are gross numbers.

Mr. Muscente expressed concern over the overtime labor expenses not being sufficient -Mrs. Isaacs explained how she calculates the expected payroll expense between the four eligible employees including emergency servicing and double time, weekend on-call wages. No changes made.

Discussion over adding a part time administrative position. Mr. Szczurko recommended adding benefits. Mr. Coveney advised that with 20 hours, the position would have to offer benefits according to our hiring policy. Mrs. Isaacs will increase benefits expense line items.

Further review of remaining expense items yielded one change to new vehicle allowance expense.

Mr. Muscente moved to accept the proposed budget with the two changes, Mr. Bryngelson seconded the motion; all voted in favor to approve.

ITEM 5: FY26 Warrant

Discussion around Warrant Article #8 being unnecessary; Mrs. Isaacs recommended removing; after discussion, the Board decided keep the article as is.

Mr. Mard moved to accept the FY26 Warrant articles; Mr. Bryngelson seconded the motion; all voted in favor accept draft warrant.

ITEM 6: Approval of Meeting Minutes

Mr. LaMountain motioned to approve the April 14, 2025 meeting minutes as presented, Mr. Muscente seconded the motion; all voted in favor, motion carried.

Mr. LaMountain motioned to approve the May 5, 2025 meeting minutes as presented, Mr. Bryngelson seconded the motion; all voted in favor, motion carried.

ITEM 7: Future Agenda Items- None presented

Mr. Muscente made a motion to adjourn; Mr. Bryngelson seconded the motion; all voted in favor. Motion carried. Mr. Szczurko adjourned the meeting at 6:00pm. Next meeting scheduled for June 9, 2025 at 5:30pm; Annual Meeting scheduled for June, 9 2025 at 6pm.

Meeting Minutes of the West Boylston Water District

May 19, 2025

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

Date of Approval: September 15, 2025

