

WATER RESOURCES DEPARTMENT

The Board of Water Commissioners met on Tuesday April 20, 2021 via telephone conference. The meeting convened at 7:00 PM via teleconference

Pursuant to Governor Baker's March 1, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the City of Westfield Water Commission & Board of Public Works will be conducted via remote participation. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the City of Westfield website at www.cityofwestfield.org. For this meeting, members of the public who wish to listen to the meeting may do so by tuning into Channel 15 or online at westfieldtv.org. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the City's website an audio recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

The meeting was broadcasted on local channel 12 and the Westfield Community Youtube channel.

AGENDA ITEMS:

RECEIVED

By City Clerk's Office at 9:29 am, 5/12/21

Public Participation

City Councilor Mike Burns wanted to thank the Water Division for all the hard work they have put in over the past few weeks in regards to the recent bond acceptance. They were very helpful with the questions the Council had prior to the vote.

Water Rate Study- Presented by Tighe & Bond

Michael Schrader, Jennifer Gilbert, and William Yan from Tighe & Bond were present at the meeting to present a water rate study on behalf of the Water Division to the Board. Michael, who has worked in rate consulting over the past five years, ran lead with the presentation by showing the Board three different options for a rate increase over the next ten years. The three options were maintaining the existing rate structure with a rate increase over the next six years, a modified base charges over the next two years, and a modified base charges plus a usage tiered structure over the next five years. The Board thanked Tighe & Bond for all the hard work they put into the presentation. Commissioner Popielarczyk asked the division to review the work presented and make a recommendation to the Board as to which option they think is the best fit.

Utility Lien Abatement- 86 Court St, 91 W Silver St, 115 W Silver St

Office Manager Hannah Larkham presented three letters to the boards requesting the committed interest on three liens be removed for Baystate Noble Hospital. During the COVID pandemic, the hospital had three accounts that had their last quarter bills not paid and posted as liens. Hannah checked with the City Collector/Treasurer and the bills that were lien have been paid, and the only remaining balance is the interest. The Board was not opposed to waiving the interest in light of all the hard work the hospital has done within the past year.

Motion was made by Commissioner Niedzielski to approve the lien abatement for 86 Court St in the amount of \$4.76. Motion was seconded by Commissioner Cole. Motion approved.

Roll call vote:

Commissioner Cole- YES

Commissioner Popielarczyk- YES

Commissioner Niedzielski- YES

Motion was made by Commissioner Niedzielski to approve the lien abatement for 91 West Silver St in the amount of \$15.60. Motion was seconded by Commissioner Cole. Motion approved.

Roll call vote:

Commissioner Cole- YES

Commissioner Popielarczyk- YES

Commissioner Niedzielski- YES

Motion was made by Commissioner Niedzielski to approve the lien abatement for 115 West Silver St in the amount of \$1,796.29. Motion was seconded by Commissioner Cole. Motion approved.

Roll call vote:

Commissioner Cole- YES

Commissioner Popielarczyk- YES

Commissioner Niedzielski- YES

Approval of Water Abatement/Refund Policy

Office Manager Hannah Larkham presented the revised abatement/refund policy to the Board. She informed them she added the new changes that were discussed at the previous meeting. All Commissioner were agreeable to the changes added.

Motion was made by Commissioner Cole to accept the new Abatement/Refund Policy as written and presented on April 20, 2021. Motion was seconded by Commissioner Niedzielski. Motion approved.

Roll call vote:

Commissioner Cole- YES

Commissioner Popielarczyk- YES

Commissioner Niedzielski- YES

Approval of Minutes:

The minutes presented at the meeting were not approved. Commissioner Niedzielski found an error written in the project updates. Hannah is going to have Water Systems Engineer Heather Stayton review the minutes and make the appropriate changes. They will be presented at the next meeting.

Project Updates

Water Deputy Superintendent Steve Fernandes spoke to the Board about the current project updates. Wells 7 & 8 are up and running. They are only being ran when there is a Water Treatment Plant Operator at the site. A pressure reducing valve needs be changed before the wells can be run on the SCADA by itself without supervision.

The flashboards have been installed at the reservoir. The water levels are looking great, they are spilling over the boards.

East Mountain Rd Tank project has been completed. There is a little more sight work that needs to be done before the contractor wraps up.

The next meeting will be scheduled for May 11, 2021

Adjourn

Motion made by Commissioner Cole to adjourn; Motion seconded by Commissioner Niedzielski, Motion approved.

Roll call vote:

Commissioner Cole- YES

Commissioner Popielarczyk- YES

Commissioner Niedzielski- YES

ADJOURN: 8:37 P.M.

Chairman



Secretary



Member

