

Minutes of the June 7, 2017 Water/Sewer Board meeting.

Present: Jay Spahl, Tom Fournier, Scott Piekarczyk, John Meehan

Jay called the meeting to order at 6:40 pm

John Meehan provided the Superintendent report. On the Water Dept. side, line gauge boxes have been inspected and cleaned, water/sewer bills have been sent out with CCR reports, all backflows have been tested and the bills have been sent out. John stated that he has been short-handed most of the month as everyone is using up their vacation time before the end of the fiscal period. On the Sewer Dept. side, repaired a pump on Luther Lane, alarm was installed on Luther Lane by Mahoney, there will also be an alarm installed on Lyons Road. There was a problem with the pump on Lyons Road and it had to be pulled out, but it is back in now and John will get Mahoney out there to install the alarm. All the wet wells at the Sewer pumping stations have been pumped out and the grease removed, rebuilt a manhole on Barry Ave., installed a re-built pump on Lyons Road. John stated that the alarms have been helping out as it is reducing the overtime because they don't have to send two men out. Two men did have to be sent out to Lakeview Ave and Tanyard Road because of the depth of the well, etc. The overtime has dropped because now they can see from the on-call cell phone what the stations are doing and are able to determine how critical it is. John stated that Mahoney can see this as well.

Jay asked when Bryan will begin taking classes. John stated that he will once he can get out of the office as he has been working there about 4 hours a day since there is not currently an administrative assistant. He will begin with the distribution course and then take the treatment course. The course will run for approx. 8 weeks with classes being held in the evening and some during the day.

The Administrative Assistant position was discussed next. Jay stated that they will not be going into executive session as under the hiring clause it needs to be done in an open meeting. Jay made a motion to accept the recommendation of the personnel board to offer the administrative assistant position to Mrs. Smith, who has already been interviewed and comes highly recommended through the personnel board and the town administrator, Scott Piekarczyk seconded, it was unanimously passed. John will work with the personnel board to get the Cory Check and other paperwork completed so that this position can be filled as soon as possible. Jay stated that Bryan has some computer and office skills so he has been coming into the office to pay bills and take care of what he can. John added that Kristin has been coming in on Thursday evenings and off hours to take care of things that Bryan doesn't know how to do. Kristin is also willing to come in to help train the new person between 3 -5:00 pm certain days of the week. Tom asked John if he let the Town Administrator know that we are happy with Bryan and that they will be keeping him on. John said yes, and he let the union know, as well as Dan Gion because he will need to fill the position for the other job that Bryan had.

Tom F. made a motion to adjourn, Scott P. seconded, unanimously passed.