

Board of Public Affairs Minutes
March 8, 2022

Mr. Rundo called the BPA Meeting to order at 7:00PM.

Roll Call: Curt Johnson-present, Adam Miller-present, Nick Rundo-present

Visitors: Jennell Dahlhausen, Jake Neill, Chip Hess, Bridey Matheney, Bonnie Richards.

Visitors Report:

Nothing to report.

Cashiers Report:

Ms. Dahlhausen stated there are a few addresses at the Berkshire Hills that are not being billed. She has requested a list of all apartments from the manager so she can verify that all apartments have an account. One of the accounts has not billed for a few years. Since we did not have an account established, Ms. Dahlhausen asked if BPA would like to charge one minimum and the gallons used or a minimum for each month. They agreed there should be a monthly minimum charged, plus charges for gallons over the minimum if that applies, and a payment arrangement can be scheduled with the resident if needed.

Ms. Dahlhausen stated there is a customer with a credit on their account that they would like transferred to the property they are living at now. Mr. Rundo moved transfer the credit of \$312.64 from account 3525-01 to 2595-03, seconded by Mr. Johnson. By voice vote, all Board members agreed.

Solicitors Report:

Ms. Matheney had no report.

Engineers Report:

Mr. Hess has been reviewing plans from the school for the athletic complex, but has not heard from anyone concerning the easement. Mr. Hess also will be sending a letter to property owners on Garden and Spring Street to finalize the easements that will need notarized.

Mr. Hess has not heard from Preston concerning the water line extension and stated we may have to hold off on the Dean Court Waterline project until next year due to supply shortage for pipe at this time.

Clerk/Treasurer Report:

Mr. Miller moved to approve the February 8, 2022 meeting minutes, seconded by Mr. Rundo. Roll Call: Adam Miller – yes, Nick Rundo – yes, Curt Johnson - no. Motion approved.

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Mr. Johnson moved to pay approved bills in the amount of \$29,178.30, seconded by Mr. Miller. By voice vote, all Board members agreed.

Operators Report:

Mr. Neill received the iPad and will be trying out a year subscription for GIS software.

OEPA also responded about the audit and five of the seven noted violations were corrected. They would like to see more planning and an updated Capital Improvement Plan. Mr. Neill recommended that Carlton Street be added to that plan due three recent water breaks in the same area within several months time.

Buckeye Pumps is scheduled to complete the Umberfield/Preston pump station work on April 26th.

Mr. Neill stated there are new holes in the filtration system at the WWTP. The Board will schedule a special meeting with ARCADIS and Cold Harbor to discuss the issue in early April. The previous issue with the filters was just corrected at the end of 2021.

Mr. Neill will be scheduling an interview with an applicant for the open Utility Assistant position.

Old Business:

Nothing to report.

New Business:

Nothing to report.

Mr. Rundo moved to adjourn and Mr. Johnson seconded. Meeting adjourned at 8:07PM.

BPA President

Clerk