

WEST NEWBURY BOARD OF WATER COMMISSIONERS
MEETING MARCH 14, 2022
12:00 P.M. WATER DEPARTMENT OFFICE

Commissioners present: Robert Janes, Chair, Richard Cushing and Larry Corcoran
Mike Gootée, Water Superintendant and Jodi Bertrand, Administrative Assistant

Meeting called to order at 12:03.

Review balances, correspondence and draft minutes from February 14th, Janes moved to approve the minutes, unanimous. (Executive session minutes May 5, 2020 and August 17, 2021 are still not being released at this time)

Angus Jennings, Town Manager and Rick Parker, Select Board came into the meeting at 12:06.

Budget and Articles FY 2023: Jennings said as long as he receives the budget by 29th that would be fine. Gootée discussed budget line items. Gootée will schedule another meeting in order to approve the budget after he gets a better fix on insurance, new Operator, license/testing wage increases. Indirect Cost would be the current \$52,896 plus 2% (grant writing increase). Jennings will deduct the legal cost from Indirect and Gootée will add to the legal line item the Water Dept Operating Budget. Water would be billed from KP Law. Jennings will give the exact IDC to Gootée after going over this with Stephanie, Town Accountant. Jennings suggested adding a line item with up to 100K that would be transferred into the Stabilization Fund when he/the Superintendent knows they have retained earnings and then have the Water Commissioners authorize the transfer that Kaitlin, Treasurer would then do.

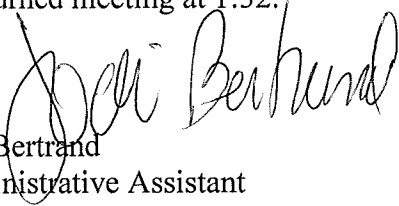
Pipestave Tank Re-hab process: Gootée gave update on the tank but the pump is back-ordered still and without it cannot start this project. There are so many steps that follow after the motor/pump is installed that if it is delayed there is no way to complete things in time.

Search process for Superintendent- Gootée is going to start training Brian in the office but he will be posting his position to the public. The Water Commissioners and Gootée plan on advertising in August so that will give him two months to train the person.

.Other Matters:

- BOWC vote to have Chair, Robert Janes to be able to sign bills and payroll even though it was voted on in minutes previously. Approved, unanimous.
- BOWC vote to have Chair, Robert Janes sign off on projects but in the case of awarding the contract - all three Commissioners need to award the contract, Janes moved to approve, unanimous. Jennings added that the contract could be signed by the Chair after it was awarded, but all three Commissioners need to award the contract/bid in the minutes.

Adjourned meeting at 1:32.

A handwritten signature in cursive script, reading "Jodi Bertrand". The signature is written in dark ink and is positioned over the printed name and title.

Jodi Bertrand
Administrative Assistant