

BOARD OF WATER COMMISSIONERS

MINUTES FOR THE MEETING OF October 19, 2021

(Meeting held virtually via Zoom, but all six attendees were in person in the District Conference Room. No participants attended via Zoom.)

Chairman Sheldon called the meeting to order at 5:06 p.m. and announced that the virtual meeting was being recorded and asked for each of the Board members to state their name for the record by roll call:

Board Members Present: (Attending in person) Robert H. Sheldon, Commissioner and Chairman - Present, and Joshua M. Fox, Commissioner - Present.

Board Members Absent: Robert E. Boyd, Jr., Commissioner.

Others Present: (All attending in person) Thomas S. Travers, Treasurer; Vincent J. Roy, Executive Director, Karen A. Moretti, Assistant Treasurer and Renee M. Adams, Customer Service Manager.

1. REVIEW THE MINUTES FROM THE OCTOBER 5th COMMISSIONERS MEETING:

The Commissioners approved the Minutes for the Meeting of October 5, 2021, as amended. The motion for approval was made by Commissioner Fox and duly seconded by Commissioner Sheldon, and approved by roll call:

Joshua M. Fox, Commissioner - Aye

Robert H. Sheldon, Commissioner and Chairman - Aye

2. REVIEW THE DIRECTOR'S OCTOBER 15th REPORT:

Executive Director Roy presented his bi-weekly report to the Board and addressed questions regarding the following topics:

DUTTON ROAD BRIDGE PROJECT:

Director Roy informed the Commissioners that the water main portion of the Dutton Road Bridge Project is tentatively scheduled to begin on Wednesday, October 20th. Mr. Roy stated that both Tighe & Bond and District staff would be onsite to provide inspectional services.

ADMINISTRATIVE ASSISTANT POSITION:

Mr. Roy reported to the Board that he had selected Jennifer Mazzocchi for the part-time Administrative Assistant position and that she had accepted his offer. Mr. Roy stated that Mrs. Mazzocchi is well qualified for the position with years of experience in accounts payable/receivable and payroll in both public and private sectors.

FREE CASH:

Treasurer Travers reported to the Board that the letter of free cash (\$2.35 million) had been completed and submitted for certification to the Department of Revenue.

3. DISCUSSION ON EMPLOYEE POLICY:

The Commissioners agreed to defer discussion on the Employee Policy until the next meeting in anticipation that all Board members would be present. Chairman Sheldon also requested that Mr. Roy contact District Counsel for clarification on a procedural vote.

Chairman Sheldon moved to adjourn the meeting. The motion was duly seconded and approved unanimously by roll call:

Joshua M. Fox, Commissioner - Aye

Robert H. Sheldon, Commissioner and Chairman - Aye

There being no further discussion the meeting adjourned at 5:48p.m.