BOARD OF WATER COMMISSIONERS
MINUTES FOR THE MEETING OF
JULY 21, 2026

A quorum being present, Chairperson Boyd called the meeting to order at 5:05 PM.
He announced that the virtual version of the meeting was being recorded and requested those in attendance to state their name and title for the record by roll call:

Board Members present in person: Robert H. Sheldon, Commissioner – Present; Joshua M. Fox, Commissioner - Present; and Robert E. Boyd, Jr., Commissioner and Chairperson – Present.

Others present in person: Thomas S. Travers, Treasurer; Vincent Roy, Executive Director; Karen Moretti, Assistant Treasurer; Renee Adams, Executive Administrator; and Michael Abbondanzio, Assistant Director/Foreman.

Others present remotely: Robin Merrill of 35 East Street.

Technical Difficulties with Meeting Set-up: Director informed the Commissioners that he was experiencing technical issues with video for the virtual portion of the meeting. The issue was resolved within 10 minutes after replacing the USB Micro-B cable from the Meeting Owl to the laptop computer.

1. **Review and Vote to Approve the Minutes from the Board of Water Commissioners Meeting held on July 7, 2026.**

   The Commissioners reviewed the minutes for the July 7, 2026, meeting. Commissioner Fox moved to approve the minutes as amended. The motion was seconded by Commissioner Sheldon and approved by unanimous roll call vote:

   Robert H. Sheldon, Commissioner– Aye
   Joshua M. Fox - Commissioner – Aye
   Robert E. Boyd, Jr. - Commissioner and Chairperson - Aye

2. **Review Draft Employee Policy (Handbook)**
   The Commissioners reviewed the handbook and made changes as appropriate, with suggestions, questions, and recommendations for changes coming from all attendees. Topics included a review of definitions and consideration of why some of the definitions are needed. In an effort to address as much of the handbook as possible without spending too much time on one topic, those issues that required further thought and discussion were set aside to be addressed in detail at a later date. The discussion ended at the section on health insurance. The discussion is scheduled to be continued at the next Commissioners meeting on August 4.

Conclusion of Open Meeting

Chairperson Boyd moved to conclude the open public meeting session. The motion was duly seconded by Commissioner Sheldon and approved by unanimous roll call:

Robert H. Sheldon, Commissioner– Aye
Joshua M. Fox, Commissioner - Aye
Robert E. Boyd Jr., Commissioner and Chairperson - Aye

There being no further discussion, the meeting adjourned at 7:48 PM