



Williamsburg Water/Sewer Commission

141 Main Street, P.O. Box 447
Haydenville, Massachusetts 01039-0447

Ph: (413) 268-8430

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Minutes for Meeting on: Tuesday, March 29, 2016 @ 7:00 PM Public Present: Charlene Nardi, Town Administrator, David Mathers, Selectman	Members:	Present	Not Present
	William Turner, Acting Chairman	X	
	James Hyslip	X	
	Jeremiah Roberge, Clerk	X	
	Eric Cerreta	X	
	Don Hultman	X	
	Brenda Lessard, Secretary	X	
	Others Present:		

Meeting called to order by (WT) @ 7:00 PM.

1. Charlene Nardi, Town Administrator, and David Mathers, Selectman, attended the meeting to review the Emergency Response Plan. Discussion about the plan and things to improve. A better phone list at the front of the plan will be added and a sheet with Department of Environmental Protection contact will be added. A revised contact sheet will be added.
2. Charlene Nardi, Town Administrator, spoke to the Board about the grant for the Capital Plan and the need to have something by the end of April.
3. Meter -131 Main Street (Schneider)- The meter had been sent for testing by the Board and the Board reviewed the report. The Board will check with the Collector regarding the interest and demands that have been added. The Board tabled further discussion until a clarification of the report and a new reading at 131 Main Street is done.
4. Motion made (DH) and seconded (JH) to rescind the earlier vote (see Minutes of 1/19/16) to double the meter rental fee from \$5 to \$10 for certain accounts after a letter was received by the Collector explaining an increased billing issue. Motion so voted.
5. Motion made (EC and seconded (DH) to accept the Minutes of 3/15/16 as written. Motion so voted.
6. Motion made (JH) and seconded (DH) to sign the water and sewer warrants from 4/6/16. Motion so voted.
7. Brenda handed out last year's budget for the Board to review for this upcoming year's budget.

William Turner

James Hyslip

Jerry Roberge

Eric Cerreta

Don Hultman

8. Flat Rate Users- Motion made (DH) and seconded (EC) to keep the rate as billed for the last billing cycle for the Flat Rate users who have not installed a meter. Motion so voted. A letter will be sent again to those who have not complied with the request.
9. (WT) would like to step down as Acting Chair of the commission. The Board decided to table until the next meeting and will decide at a future meeting. Discussion by Board regarding duties and who on the Commission or which water operators doing which duties. A plan needs to be arranged so all the Board members are aware.
10. Motion made (EC) and seconded (DH) to adjourn. Motion so voted. Next meeting 4/5/16 at 6 pm.

Respectfully Submitted,
Brenda Lessard, Secretary

CLERK:_____