

**MINUTES OF THE REGULAR MEETING
OF THE
BOARD OF DIRECTORS**

Thursday, October 11, 2018

The meeting was called to order at 7:30 p.m.

1. ROLL CALL:

Directors Present:

Janet Medina
David Irwin
Karema Al-Arabi
Tom Chambers

Directors Absent: Director Perry Bautista excused absence.

Staff Present:

General Manager, Darryl Barrow
Attorney, Michael Conneran
Assistant General Manager, Patricia Mairena
Field Supervisor, Johnny Kennedy

Visitors Present:

Sergio Medina

2. PLEDGE OF ALLEGIANCE: Led by Director Irwin.

3. CONSENT CALENDAR:

Director Medina moved to approve the consent calendar with revisions to the minutes, seconded by Director Irwin.

The motion was carried unanimously.

4. PUBLIC COMMENT: None.

5. BUSINESS (OLD): None.

6. BUSINESS (NEW)

A. Consideration to Approve Revisions to List of Capital Improvement Projects for 2018/2019.

General Manager Barrow reviewed a list of proposed Capital Improvement Projects with the Board.

Director Irwin moved to approve revising the list of Capital Improvement Project for FY 2018/2019 to include the Rowntree Pump Station By-Pass Assembly, Westborough Pump Station By-Pass Assembly, Westborough Pump Station Wet Well Improvement, Gellert Court Water Service Replacement, and postpone the Water Rate Study and Water Meter Replacement project, seconded by Director Al-Arabi.

The motion was carried unanimously.

B. Review/Approve Proposal for Replacing Water Service on Gellert Court.

Mr. Barrow indicated that there had been several breaks in the service line and recommended replacing the services.

Director Irwin moved to approve proposal from MK Pipeline to replace the water services on Gellert Court in the amount of \$133,710 plus ten percent contingency, seconded by Director Medina.

The motion was carried unanimously.

7. WRITTEN COMMUNICATIONS: None.

8. ATTORNEY'S REPORT:

Attorney Conneran reported on the Annual League of Cities Conference he had attended in September.

9. GENERAL MANAGER'S REPORT:

A. Report on BAWSCA Meeting of October 4, 2018.

General Manager Barrow reported on the BAWSCA meeting he had attended on October 4, 2018.

B. Report on District's Website.

General Manager Barrow reported that the westboroughwater.com web domain was owned by the EDCCO Group and not by the District. Mr. Barrow indicated that he had secured the westboroughwater.org web domain. The District should have been originally setup as a ".org" web domain and not a ".com". Mr. Barrow stated that EDCCO Group had not billed the District for hosting the web domain since 2013. Mr. Barrow reported that District paid the invoice submitted by EDCCO for their time and service. Mr. Barrow indicated that the EDCCO

Group transferred the “.com” domain over to the District.

C. Report on Leak on Brunswick Court.

General Manager reported that a customer hit a fire hydrant on Brunswick Court which caused the water lateral between the main and the fire hydrant to burst. Mr. Barrow reported that MK Pipeline repaired the water line.

D. Report on Discontinuation of Water Service.

General Manager Barrow handed out information on new State law regarding discontinuation of water service which will go into effect February 2020.

10. ITEMS FROM BOARD OF DIRECTORS:

A. Report on BAWSCA Meeting of September 20, 2018.

President Chambers handed out a copy of his report on the BAWSCA meeting he attended on September 20, 2018. President Chambers reviewed his report with the Board.

11. CLOSED SESSION: None.

12. ADJOURNMENT:

Director Irwin moved to adjourn, seconded by Director Medina.

The motion was carried unanimously.

Time 8:47 p.m.

Darryl A. Barrow

Secretary

Tom Chambers

President

November 8, 2018

Date