



Approved: \_\_\_\_\_  
(date)

**TOWN OF PAXTON  
Water Commissioners  
Minutes of Meeting**

**Date: Tuesday, March 21, 2023**

**Time: 7:00 p.m.**

**Meeting Place: John Bauer Senior Center, 17 West Street, Paxton, MA**

Present: John Malone (JM), Chair  
David Trulson (DT), Vice Chair (joined at 7:18 p.m.)  
Rodney Jenkins (RJ), Clerk  
Travis Thibault (TT), Director of Public Works  
Tiffany Sidhom, Administrative Assistant

The meeting was called to order at 7:13 p.m.

**Meeting Minutes**

Motion (RJ) seconded (JM) to accept the regular meeting minutes from the February 16, 2023 meeting.

**Approval of February 2023 Billings Rendered**

Motion (RJ) seconded (JM) to accept and sign the February 2023 Billings Rendered.

**Billing Contract with Paxton Municipal Light Department**

The Board reviewed the billing contract proposed by the Paxton Municipal Light Department. The Board would like clarification from PMLD on the second paragraph in section "1. Meter Readings" regarding splitting the costs of support services, software and hardware. (TT) will speak with the PMLD General Manager and provide additional information at the next meeting.

**Proposed FY24 Budget**

The Board reviewed the updated proposed budget for FY24. The Director's salary was adjusted as per negotiated with the Selectboard. (RJ) and (DT) asked to go on record stating that they believe that the Administrative Assistant pay rate is too low and should be higher. Other line items were slightly adjusted to balance the budget to the revenue that was taken in for FY22. (TT) noted that the Board may need to look at raising the rates soon. Motion (RJ) seconded (DT) to approve the budget. Unanimous, all in favor.

## **Director Updates and Reports**

Water Department staff are out doing leak detection. Today they shut off the plastic main at Kettle Brook and will check numbers in the morning to see if there is a leak on that main.

The Department is still trying to get the master meter calibrated. Town Counsel is involved.

On February 22, 2023, LaFleur Electric swapped out the VFD at the pump station and came back on March 1<sup>st</sup> to calibrate it.

On February 23, 2023, the 2018 Chevy Silverado (W1) had to go to Salvadore for electric issues; the bill was approximately \$600.

On February 24, 2023, (TT) reviewed the EAP plan that was put together for the Asnebumskit Dam by the Emergency Management team. (TT) asked that a few small changes be made and will bring the report to the next meeting.

On February 27, 2023, the Beacon website showed three large leaks. One was at a house on Suomi Street where a burst hose was located. There were two others on Pleasant Street; the Department left voice mail messages for those customers.

Water Department staff are out knocking on doors of customers who still need their water meters replaced. There are approximately 135 customers left. The Department will be sending out demand letters to those customers. If they do not respond, Certified Mail will be sent, and then the Department will begin spray painting on their curb stops before shut offs begin.

The Annual Statistical Report is due March 31<sup>st</sup>. (TT) will have copies available at the next meeting.

The new pickup truck is at Madigan, and they are waiting for the cap to come in.

Next meeting tentatively scheduled for April 20, 2023.

Motion (RJ) seconded (DT) to adjourn at 8:08 p.m. Unanimous, all in favor.

Respectfully submitted,

Tiffany Sidhom, Administrative Assistant