Commissioners Meeting

August 5, 2019

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Mark Moschetti, Chairman Tom Jeleniewski, Member Tom Hurd, Member

The meeting was called to order at 4:35 PM, by the Chairman, with the Pledge of Allegiance.

Present were Chariman Mark Moschetti and Commissioners Tom Jeleniewski and Tom Hurd. Also present were employees Carol Osborne, Jeff Aldrich, Adam Lamontagne from the town hall, and candidate for the superintendent position, Bob McDonald.

Chairman Moschetti presented to the Commissioners a request from Kevin Meunier for an adjustment on his final bill because of delays in the closing date causing double bills being processed. It was decided on a motion by Mark, seconded by Tom Jeleniewski, all in favor, to adjust his final bill.

Mr. Moschetti introduced Bob McDonald who is inquiring about the superintendent and chief operator position. Bob was given a tour of the facilities earlier by Jeff Aldrich and discussion was held with the Commissioners answering his questions and with Bob explaining what he would like to accomplish if he was given and accepted the position. Mark explained what the Commissioners are looking for in a superintendent and answered many of Mr. McDonald’s questions. Mr. Jeleniewski asked for a copy of Mr. McDonald’s resume that had been left with the town hall. Mark has a copy and will get it to Tom. Much discussion was held about being under an enterprise system, town meetings and operating procedures and long term debt. Discussion was held on the status of the sewer stations and where the department stood financially. Discussion was held about plans, if any, for future projects and if any capital projects were in the works. It was decided to meet August 19, 2019 at 4:30 P.M. for a meeting about the position, possibly going into executive session. Mark suggested Mr. McDonald figure out and bring to the meeting any questions and concerns he has about the position and hopefully he and the Commissioners can come to an agreement about the position. Mr. McDonald then left the meeting after the Commissioners thanked him for his time.

Mr. Jeleniewski updated the Commissioners about the sewer collections transfer to the town. Tom felt everything was right on, but has no idea when it will be completed. Mr. Hurd felt it would take time to work out any bugs and learning curves that always arise when making changes of this sort.

Mr. Jeleniewski wanted it to be understood by all what the working hours for full time office staff would be. It was decided that it is Monday through Friday 7:00 AM – 3:00 PM as stated in a previous memo. Mark, as chairman, now needs to know when employees have time off and it needs to be approved from now on by him, since there is no superintendent at the moment. Jeff explained how people have been asking him when they need time off and he feels he knows if that is possible or not. Mark also informed everyone that just because time is available that does not mean it will always be approved to use. All time needs to be approved by him until we have a superintendent in place to handle this. Concerns were expressed by Jeff about personal emergencies arising during working hours and how it will be handled. Tom felt emergencies were a different story and he was more concerned about planned time off. It was moved to designate the chairman to handle time off, discipline and evaluations, seconded by Tom Hurd, voted all in favor until further notice.

Mr. Jeleniewski questioned the part time office employee’s hours and what she usually works. Carol explained she works as needed (usually Tuesday through Thursday mornings) and she is flexible, helping with what is needed.

Jeff explained to the Commissioners that he called Comcast to explore Comcast Business. The internet service here at the plant is horrible and it is constantly going down losing the internet and time clock. Comcast told Jeff they would bring wires to the plant for free. After much discussion and questions from the Commissioners it was decided that they should check with town hall about what we will need for service. Tom Jeleniewski will check on this and find out our needs.

Discussion was held between Jeff and the Commissioners about the garage doors needing to be repaired. Allied Overhead Doors are handling the problem.

Mark received an e-mail from a contractor about the sewer on Baker Lane and Stephen’s Way. The builder had questions if the sewer was from Gardner or Templeton. Mark answered his questions and informed the commissioners that the permits for this development were expired and the new contractor would have to file anew.

It was decided to send the Templeton Fire Department a letter to let them know that they will start receiving a sewer bill each quarter for the Templeton Fire Station as they have never been billed before. They have been previously overlooked.

There will be a walk through at 8:00 AM on August 6, 2019 at the Pleasant Street Pump Station. Discussion was held about the pump station and the Army Corp of Engineers requests.

Carol reported she has not received figures for the upcoming year so she doesn’t have the projected revenues. Discussion was held on sewer liens and how payments have improved. Discussion was held on sending demand letters to delinquent customers, but since we cannot terminate service this wouldn’t really solve anything. Tom Jeleniewski felt he would like to see a formal protocol on placing a lien. Discussion was held on the spread sheets Carol uses and how Tom would like to see them set up in excel.

Mark reminded the Commissioners of the meeting August 19 at 4:30 PM (possibly executive session) and it was decided to change the regular September meeting to September 9th because of Labor Day.

There being no other business to conduct, Mark made a motion at 6:21 PM to adjourn, all in favor.

Submitted by Kathleen Webster from a recording