

MINUTES OF MEETING

February 28, 2012

Mr. McLaughlin announced that an audio recording was being made of this meeting.

The meeting was called to order by Chairman Rob McLaughlin at 7:00 p.m. at the District offices located at 50 Elm Street, Dedham. Present were Jim Galvin, Ken Bragg, Robert Blume, Bob Eiben, Eileen Commene and John McCulloch. Mike Thornton, Bob Lexander, Steve Locke and Stephanie Costa were also in attendance.

MINUTES

The minutes for the meeting of February 7, 2012 were unanimously approved.

FINANCIAL

Warrants and checks were signed. Mr. McCulloch presented the latest Cash Activity Report.

EASEMENT RELOCATION REQUEST

Attorney Stephen David was present representing John Federico in his request to have an easement removed from a piece of property they would like to develop. Mr. David provided a brief historical background of the lot located in the Weatherbee Estates. He explained that the easement was granted back in 1951 when the land was undeveloped. In 1963 the Weatherbees decided to develop the parcel and this is one of the one or two vacant lots remaining. The easement goes directly through the middle of the lot which makes it impractical to construct a single family home which is his client's intention. Mr. David asked if the Board would consider a way to maintain the easement but relocate it so that a single family home could be built there. Mr. Locke explained that we do not use the water main but it would need to be cut and capped in two locations before it could be abandoned. Mr. Eiben stated that the main was an asbestos cement pipe and would need to be removed. Mr. David stated they would need to remove the pipe to build the home anyway. After a lengthy discussion, the Board agreed to allow the relocation of the easement to the side of the property and also to allow the removal of the section of pipe so that the parcel could be developed.

MANAGER'S REPORT

Pumpage Reports

Mr. Eiben presented the pumpage reports for the periods ending February 12 and February 19.

Main & Service Leak Report

Mr. Eiben reported on three leaks so far this month, one on Ridgeway Street in Dedham, one on Route 1 and one on Greenhill Road in Westwood.

Overtime Report

Mr. Eiben stated that the majority of the overtime was generated by the Dedham Square project where the work was done at night. Most of the overtime went to the two foremen who were working 16 hours days, first their regular shift and then from 9pm to 11pm at time and a half and from 11pm to 5am at double time. Mr. Eiben explained that they were paid according to the union contract which does not have a differential for night work because it is so infrequent. Mr. Galvin questioned how many of the 16 hours was at overtime rates. Mr. Eiben stated 8 hours were at overtime rates, two at time and a half and six at double time. Mr. Lexander stated there was a clause in the union contract that after working 12 continuous hours the rate is double time again. Mr. Galvin asked to have John Woodard review that wording to make sure it was being interpreted correctly.

Annual Performance Reviews

Mr. Eiben asked if the Board wanted to form a personnel review subcommittee for the yearly performance reviews. Mr. McLaughlin polled the board and it was agreed to have the full board participate in the reviews this year. Mr. McLaughlin asked that a packet be put together including the last three years salary for each person and the recommended percentage increases. Mr. Eiben will also include a recommendation for the non-management personnel.

Amendment to Rules & Regulations

Mr. Eiben presented the most recent version of the proposed rewording to amend Rule #7 – Customer Service Pipes for the Board’s approval. Mr. McLaughlin questioned if the rule needed to be changed. Mr. Eiben stated the new wording would require “K” copper but in certain circumstances would allow for plastic pipe with a meter box. After a brief discussion regarding whether or not plastic should be allowed, the Board agreed that allowing plastic piping be removed from the wording. Mr. Galvin moved to amend Rule #7 – Customer Service Pipes in the Dedham-Westwood Rules and Regulations to read as follows:

7. (b.) **The District requires type “K” copper pipe to be installed for the customer side of the water service for new services and replacement services. Service lines that are 100 feet or longer require the installation of a District approved meter box at the curb or property line. The service will have one foot of sand completely around the pipe. Cement lined Ductile iron pipe is permitted for services larger than 2”.**

seconded by Mr. Blume. Voted unanimously.

NEW BUSINESS

2012 Insurance Renewals

Mr. Thornton briefly reviewed the 2012 insurance proposal prepared by Corcoran & Havlin. The new premium for 2012 was \$79,209 which is a little more than a 3% increase. Mr. Galvin stated he did not see Directors and Officers Liability (D&O) coverage and asked that that be confirmed. Mr. Galvin moved to accept the 2012 Insurance Proposal from Corcoran & Havlin, as presented, in the amount of \$79,209, seconded by Mr. Blume. Voted unanimously.

Energy Contract

Mr. Thornton reviewed an email from Michael Karas from Constellation NewEnergy, the vendor we have currently for fuel and power. He explained that he had asked for information regarding a one time penalty proposal to allow us to break the contract early to take advantage of lower rates but the only thing offered was a blended rate which did not give us any significant savings. The Board asked for a report showing the potential cost savings and information on whether energy prices are projected to go up or continue to remain steady.

Health Insurance

Mr. Thornton reviewed a renewal summary from 360 Corporate Benefit Advisors. The proposed increase for the HMO of 5.02% and the PPO of 4.72% are well below the 18% that was budgeted for and could result in a saving of nearly \$60,000. Mr. Galvin moved to accept the Advantage HMO 500 and Advantage PPO renewal prices, effective April 15, 2012, as proposed by 360 Corporate Benefit Advisors, seconded by Mr. Blume. Voted unanimously.

OLD BUSINESS

OPEB Fund

This issue will be deferred for discussion until a full board is present. Mr. McLaughlin asked that the issues that still need to be discussed be prepared for the Board's review before the meeting when the issue will be considered.

March Meetings

The meetings for the month of March will be held on the 13th and 27th.

Mr. Bragg moved to adjourn at 8:23 p.m., seconded by Mr. Blume. Voted unanimously.

DEDHAM-WESTWOOD WATER COMMISSION
LIST OF DOCUMENTS
February 28, 2012

1. February 7, 2012 Minutes
2. Cash Activity Report dated 1/31/12
4. Letter from Attorney Stephen David dated 2/28/12 re: DWWD Easement, Lot 19,
Weatherbee Drive, Westwood
3. Pumpage reports for the periods ending February 12 and February 19
Memo dated 2/24/12 from Mike Thornton with attachments re: Supervisor Explanation of
2011 Overtime
Proposed wording for change in Rule #7 – Customer Service Pipes
4. Draft Letter to Mass DOT re: Request for Low Salt Zone Designation dated 2/8/12
Letter from Mass DOT to Eileen Commane re: DWWD Water Supply Wells dated
1/25/12
Mass DOT Environmental Services Interoffice Memo from Kevin Walsh, Director,
re: Change in Reduced Salt Policy dated 1/5/12
5. Insurance Premium Summary from Corcoran & Havlin Insurance Agency
Email from Michael Karas, Constellation Energy, dated 2/28/12 re: Renewal & Blended
Rates
Current/Renewal vs. Options for Tufts Health Plan from 360 Corporate Benefit Advisors