

The regular monthly meeting of the Administrative Board was held December 9, 2013, with all members present. The Superintendent was absent.

The Moderator called the meeting to order at 7:02 P.M.

Richard Chiodini – Priority Projects

1. Mr. Chiodini presented for the Moderator's signature the amended Engineering Services Contract. USDA has already approved the contract but wants it signed again to comply with USDA format requirements. The three amendments adjust the price downward to reflect elimination of contracts 5 and 6.

2. Contract #1: Filter Tank Painting – The following bids were received: Hemi Enterprises: \$108,200.00; R.J. Forbes Painting Contractors: \$167,084.00; Utility Service Company: \$210,131.00; and L.F. Clavin: \$238,480.00. Mr. Chiodini recommended the low bidder, Hemi Enterprises. Mr. Forrest made a motion, seconded by Mr. Bento, to accept the bid of \$108,200.00 from Hemi Enterprises, pending review and approval of USDA. So voted. The Clerk will contact USDA.

3. Change Order #1 to Contract #2 – Inspection of the water tank after it was drained indicated that significant additional repairs would be required. Amstar made the following recommendations and cost estimates: plating inside: \$225,523.29; pit and weld reconstruction: \$35,000.00; and outside tank painting: \$123,000.00. Total additional cost: \$383,523.29. Mr. Corr asked Mr. Chiodini if a rubber interior coating would be feasible. Mr. Chiodini will investigate. He also stated

that USDA is agreeable to re-allocating funds to cover the cost of the change order. Attorney Leary suggested that the additional work, because of the high expense, should go out to bid. Mr. Chiodini said that Amstar could seek the bids without going through USDA, but any bids should be approved by SBFD.

Attorney Leary – NTFD, Apex

1. Apex – No news

2. NTFD – Attorney Leary reviewed an email dated 12/4/13 from NTFD regarding the water supply agreement. After discussion, Mr. Byrne made a motion, seconded by Mr. Bento, to agree to the NTFD proposal, pending Attorney Leary’s finalization of the contract details. So voted.

The Superintendent’s report was approved.

The monthly bills were approved for payment.

Business Items: None to report

The minutes of the regular meeting on 11/13/13 were approved.

The minutes of the special meeting on 11/26/13 were approved. Mr. Walsh abstained.

The Treasurer’s report was approved.

The Tax Collector’s report was approved. Mr. Bento recommended

having a tax sale again in the next fiscal year.

Correspondence: Copy of email dated 12/5/13 from NTFD to Attorney Leary. (See above.)

Old business:

- 1. Priority Projects: See above**
- 2. Apex: See above**
- 3. NTFD: See above**

New Business:

- 1. After discussion, Mr. Walsh made a motion, seconded by Mr. Hussey, to grant a holiday compensation adjustment of \$200.00 to all full-time employees.**
- 2. The annual holiday luncheon will be held on 12/23/13 at Nonni's.**

Date of the next regular meeting: January 13, 2014

The meeting adjourned at 9:00 P.M.

Respectfully submitted,

Peter M. Forrest, Clerk