

**Minutes
Of
The Foxboro Water and Sewer Commissioners
December 19, 2011**

Members in Attendance: Chairman - Bill Euerle; Vice Chairman – Mike Stanton, Clerk - Richard Pacella; Superintendant - Leo Potter, DPW Director Roger Hill, Advisory Member Bob Garber

The meeting was opened at 7:30 pm in the Water Department office.

A motion to approve the amended minutes of October 18, 2011 was approved 3-0.

The new DPW Director advised the Board that an advertisement for a Water and Sewer Operations Manager has been prepared and will be sent out for publication this week. Bob Swanson will become the Town Engineer as well as staying the Highway Superintendant so an Engineer will not be a requirement for this position. R. Hill has drafted a letter to this effect; the Chairman signed the letter to submit to the Town Manager.

The Board discussed having a full time superintendant versus a part time superintendant. It was decided on a full time superintendant and the budget will be prepared for a full time position.

R. Hill also discussed getting a GIS mapping system for the town that all departments would be able to use.

In regards to the clerical situation in the department, hiring a temp would cost around \$475 per week, having the two women in the office work overtime would amount to \$300 per week. R. Hill has discussed working overtime with the staff and they are willing to do so. The Board would like to be sure that they do not end up getting burnt out by working too many hours.

R. Hill discussed moving the office to the highway department in a double wide trailer; the Board reiterated that they never agreed to move the office out of town hall. R. Hill will have a survey of the highway property done anyway to see if it even could be done. Barbara Kelley from the Highway Department will start coming up to the Water Department for cross training.

The budget meeting with the Advisory Committee is January 11th at 7:00 p.m.; this is for the General Budget, not Capital Improvement.

The CIP budget is due this Friday, L. Potter has been working on it, it looks like there is enough funds in the metering account and no additional money will be needed, a new truck will not be necessary this year and the pipe work on Payson Road costs are \$120,000 less than expected. Some of those funds will be used for work on Merigan Way and the Big Y tie in.

The replacement of the generator and boiler at Station 1, as well as tow behind generators and emergency connections at the other stations will be in this year's CIP budget, the cost will be approximately \$200,000; extra money in the water system improvement account can be used to offset some of the costs. The Board would like any extra funds in the Witch Pond account to be used towards the Oak Street plant.

In regards to the Oak Street Water Treatment Plant, the approval letter has been received from the state, it will be advertized next week, bids will be opened on January 19th (sub bids) and February 9th (general bids).

The Board discussed going to Planning Board and Board of Selectmen meetings to discuss proposed sewer expansion. The overall feeling was to keep this discussion low key at the present time.

M. Stanton has spoken with Rod Hoffman in regards to the billboards and the easement required at the stadium. An appraiser has been hired.

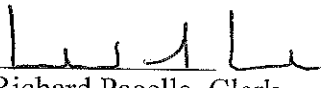
Meeting dates were set for January 9th and January 23rd.

The meeting was adjourned at 8:30 p.m.

Respectfully Submitted,

Diana Gray

These minutes of December 19, 2011 were approved as amended on January 23, 2012.


Richard Pacella, Clerk