



**Cogswell Spring Water Works  
Water Commission Meeting  
Tuesday, February 15, 2022**

**Members Present:** Jerry Gilbert, Chairman; Jeff Connor, Commissioner;

**Members Excused:** Bill Hall, Commissioner

**Guests:** Ryan Bumford, Chief Operator; Josh McCutcheon

**Recording Secretary:** Kelly McCutcheon

Review minutes from previous meeting:

**Commissioner Connor moved to approve the public and non-public minutes from January 18, 2022.  
Chair Gilbert seconded. Motion carried 2-0.**

Chief Operators Report

- State Monthly requirements
  - Monthly Bacteria Test was Negative
  - Oct, Nov, Dec 2022 water use report turned into the state
- Water Main Break
  - 2/13/2022
  - Before the end of the Oaks
  - Circumference Break
  - Water was only off for a few hours as work was conducted
  - Worked with Connor Backhoe and WSO
  - Dig Safe was called however we did scrape the outer coding of a TDS line. We taped the line to protect it and TDS has been notified and will send a crew out to ensure its integrity.
- Prepping for me being absent and WSO handling day to day operations
- I have been organizing the office and boxing up old records
- Billing Concern
  - 134 Western Aves meter was sent to Badger to test for faulty reading. Due to Covid I am told it is still being processed. This has been since November. Since then, the home owner has received a water bill. He has contacted me with his concerns. I informed him that I am still waiting on test results for the meter. He stressed his disapproval with the billing process and meter testing. Hearing his concerns, I suggested he speak to the Water Commissioners. He told me he was working with Peter Flynn. I educated him on our process and that Peter Flynn cannot make decision on the behalf of the Water

Department. He stated that for now Peter Flynn is who he wished to talk to and if Mr. Flynn tells him to talk to the board, he will address it then.

- Final Reads -1
  - 24 Western Ave
- Dig Safes – a
  - 54 Grove St. Boring for test pits

Chief Operator Ryan Bumford has been working with Joe at WSO, training Joe on the daily duties at the Water Department. Ryan stated he will be in touch with customers regarding extractions in two weeks and that Joe has not been trained on how to preform an extraction.

Chief Operator Ryan Bumford recommend the Commissioners speak with the customer at 134 Western Ave. Chair Gilbert stated he would swing by the customer's this evening and let them know the Commission discussed the situation, understand the customer's frustration and unfortunately are still waiting for the meter to be processed. With that said the *Commission by consensus will inform the customer to only pay the base rate on their water bill until the Commission has received the report on the meter sent out for testing.*

Old Business: None

New Business: None

Commissioners Concerns:

Commissioner Connor asked what the trade in value for the old department truck is. Chief Operator will double check on the final number since the dealership said they would take it.

Next Meeting:

March 15, 2022 at 4pm (1600 hours)

Adjourn:

**Commissioner Connor moved to adjourn. Chair Gilbert seconded. Motion carried 2-0.**

Adjourned at 4:33pm