

**MINUTES OF THE REGULAR MEETING
OF THE
BOARD OF DIRECTORS**

Thursday, April 9, 2020

General Manager Barrow opened the Westborough Water District's office at 7:30 p.m. for the public to attend the meeting. The Board of Directors, Attorney and staff joined meeting remotely.

The meeting was called to order at 7:51 p.m.

1. ROLL CALL:

Directors Present:

Janet Medina
Thomas Chambers
Perry Bautista
Karema Al-Arabi

Directors Absent: President Irwin excused absence.

Staff Present:

General Manager, Darryl Barrow
Assistant General Manager, Patricia Mairena
Attorney, Michael Conneran

Visitors Present: None

2. PLEDGE OF ALLEGIANCE: Led by Director Bautista.

3. CONSENT CALENDAR:

Director Chambers moved to approve the consent calendar, seconded by Director Al-Arabi.

Roll call - The motion was carried unanimously.

4. PUBLIC COMMENT: None.

5. BUSINESS (OLD): None.

6. BUSINESS (NEW)

A. Consideration of Resolution No. 617 to Suspend All Late Fees Effective April 1, 2020 and Termination of Water Service Until Further Notice.

General Manager Barrow stated that Governor Newsom declared a state of emergency in California as the result of COVID-19 virus and prohibited termination of water service. Mr. Barrow recommended that the District also suspend all late fees effective April 1, 2020.

Director Chambers moved to approve Resolution No. 617 to Suspend All Late Fees Effective April 1, 2020 and Termination of Water Service Until Further Notice, seconded by Director Al-Arabi.

Roll Call

Director Janet Medina	Aye
Director Chambers	Aye
Director Bautista	Aye
Director Al-Arabi	Aye

The motion was carried unanimously.

7. **WRITTEN COMMUNICATIONS:** None.

8. **ATTORNEY'S REPORT:**

Attorney Conneran reported that everyone was scrambling to deal with issues related to COVID-19 and shelter in place.

9. **GENERAL MANAGER'S REPORT:**

A. Report on District's Operations in Response to COVID-19.

General Manager Barrow gave the Board an update on the District's operations in response to COVID-19.

B. Report on Avalon Drive Water Service Replacement Project.

General Manager Barrow reported that contractor had replace one of the eighteen water services on Avalon Drive due water leaking in the street had gotten worse. Mr. Barrow stated that the remainder of the services would be done in June when the County's shelter in place is lifted.

C. Report on Water Main Break on Waverly Court, Canyon Court, and Barrington Court.

General Manager Barrow reported that leaks on Waverly and Canyon Court occurred after the water service was reactivated on Avalon Drive. Mr. Barrow stated that the contractor helped to repair both leaks. Mr. Barrow indicated that staff repaired the leaky water service on Barrington Court.

10. ITEMS FROM BOARD OF DIRECTORS: None.

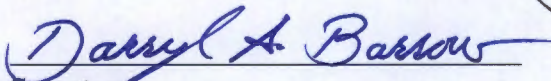
11. CLOSED SESSION: None.

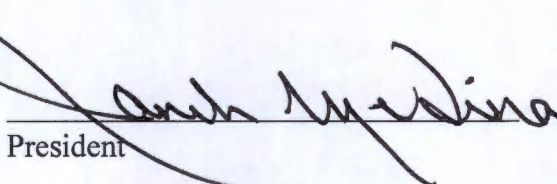
12. ADJOURNMENT:

Director Bautista moved to adjourn, seconded by Director Chambers.

Roll call - The motion was carried unanimously.

Time 8:13 p.m.


Secretary


President

05-14-2020

Date