



BOARD OF WATER COMMISSIONERS

Cotuit Fire District

Water Department

4300 FALMOUTH ROAD, P. O. BOX 451
COTUIT, MASS. 02635

05/16/2018

The monthly meeting of the Board of Water Commissioners was held at Freedom Hall at 6:00 p.m. Chairman Don Campbell, Commissioner Vic Mastro and Commissioner Tom Hoppensteadt were present as was Superintendent Chris Wiseman.

The meeting was called to order at 6:00 p.m. There was no public comment.

The commissioners reviewed and approved the minutes from the April 18th regular meeting, the warrants were reviewed and signed. Mark Robinson, candidate for Water Commissioner was in attendance and was given copies of the meeting minutes for the current fiscal year.

Superintendent Wiseman gave the water quality report, noting that there was one total coliform hit at station #2 in the raw water sample. It occurred after the well cleaning and could have been related to bacteria introduced when changing the sink connections. As it was in the raw (untreated) water sample only no immediate retesting was required and will be checked with the next routine sampling. Synthetic Organic Compounds and Nitrate testing is coming up before the end of the quarter.

Mr. Wiseman then went on to give the Superintendent's report.

Monthly Pumpage Results is as follows:

	<u>2018</u>	<u>2017</u>	<u>+/-</u>
April	6,441,000	11,551,000	-5,110,000

April Stats:

One new service installation, no replacement services.

One leak repair on Wild Way

Flushing program did not begin as scheduled in April due to the work being done at the stations and tanks.

The Prudential Committee will review and sign an easement for a Verizon Utility Pole to be placed on the district property at 414 Main Street. The lease option for Centerline/TowerNorth has been exercised as of May 1st and the first month's rent payment has been received. The access road will begin to be cleared within the next two weeks.

The touch up work at the West Street tank has been completed and inspected and the final payment to Biszko is included in the warrants signed earlier tonight.

The flushing program is underway but moving slowly as the operators are following a new program designed by Tata & Howard to help mitigate the manganese problem on Roosevelt Road. It has created some issues in the Cotuit Commons and President's neighborhoods as there are no berms on the road and the drains have not been cleared by the town and it is causing some flooding/washout in these areas.

The office manager has begun the collection process for account with a balance more than 365 days past due. A lien list will be provided at the next BOWC meeting for review by the commissioners.

Superintendent Wiseman has left messages for the homeowner at 428 Main Street to address the issue with the placement of their shed on district property. There has been no response at this time. Chairman Campbell will go to the building department for a recommendation on how to enforce the property boundary line.

The BOWC has agreed to hold off on the surveying and boundary marking of district property until after the Annual District Meeting. A letter of notification will be sent to the property abutters before the boundary lines are marked so that they are aware of what is being done.

The Chemical Safety Upgrade project continues to make progress. Station #5 should be wrapped up soon. Superintendent Wiseman met with representatives from Tata & Howard on Wednesday, May 16th to discuss the connection of the SCADA components. Station #2 has been cleaned and is back online. Station #1 is underway and should be back online by the end of the month. Station #3 has not yet been started. The change orders discussed at the last meeting have been executed and the project is on schedule.

The Cost of Service and Water Rate Study is underway with Tata & Howard. There have been two requests for information from the engineering firm and both have been responded to. Megan and Ryan from T&H met with Treasurer Pirrone earlier today for his input, and the project is on track to be completed by the end of the fiscal year.

Commissioner Mastro gave an update on the Bylaw and Policy Advisory Committee's discussions on the Capital Stabilization Fund and amendments to the existing bylaws. Although the bylaw was established in 1973, it was never funded as intended. Had it been there would have been more than \$600k in revenue generated for water system improvements. Changes in legislation have made it easier to establish Capital Stabilization Funds by requiring a 2/3rd vote by the district but need to be set up with defined funding sources and spending parameters. Spending in accordance with the bylaw are then approved by a 2/3 vote of the Prudential Committee. Ultimately the bylaw committee agreed not to make any amendments at this time and to give the BOWC a year to make a new proposal for the bylaw amendment. Commissioner Campbell asked Commissioner Mastro to continue to help form this proposal as a member of the district after his term as Commissioner is complete. He agreed.

Commissioner Campbell and Commissioner Hoppensteadt thanked Commissioner Mastro for his 3 years of service to the district and for all of his contributions to the board and the water department. Commissioner Campbell noted that he too would be retiring from his role as commissioner after the next fiscal year and recommended that Commissioner Hoppensteadt consider serving as Chairman in the next fiscal year while there is still a commissioner with seniority on the board. A new Chairman will be elected at the next BOWC meeting.

The next regular meeting of the board was set for Wednesday, June 20th at 6:00 p.m. at Freedom Hall. A reminder was given that the Annual District Meeting will be held on Wednesday May 30th. Commissioners Mastro and Hoppensteadt will both be out of town on that date, and Chairman Campbell will present the articles for consideration. The meeting adjourned at 6:47 p.m.

Respectfully submitted,



Donald Campbell, Chairman