



BOARD OF WATER COMMISSIONERS

**Cotuit Fire District**  
**Water Department**

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

01/16/2019

The special meeting of the Board of Water Commissioners was held at Freedom Hall at 5:30 p.m. Chairman Tom Hoppensteadt and Commissioner Don Campbell were present, as was Superintendent Chris Wiseman. Commissioner Mark Robinson was ill and not able to attend.

The meeting was called to order in workshop format to review the data provided by Tata & Howard during the Cost of Service Study and the proposed rate increases. The goal of the rate increase is to cover operating and maintenance expenses for the Water Department including payroll and benefits and make the department "self-supporting".

The commissioners agreed on the following changes:


- Tiered rates with greater increases for higher consumption
- Quarterly billing, with two base rate and meter fee bills and two bills for actual usage, reading meters two times annually, which will also assist with leak detection.
- Annually meter fee of \$10 charged twice annually (\$20 annual total) which will be used to establish a stabilization fund for capital improvements for the water department.
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The commissioners discussed the roll out of the new rates, noting that they will utilize social media, printed mailings, civic association meetings etc to get as much information into the districts hands as possible and encourage attendance at the district meetings presenting this information. Representatives from Tata & Howard will be in attendance at the public meeting.

They also discussed the possibility of a 3 year phase in for the rates and a possible start date for the increase. These have yet to be determined.

The meeting adjourned at 7:01 p.m. No additional workshops were scheduled, the topic will be next discussed at the regular commissioners meeting.

Respectfully submitted,

  
Tom Hoppensteadt, Chairman