



BOARD OF WATER COMMISSIONERS

Cotuit Fire District

Water Department

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

02/13/2019

The monthly meeting of the Board of Water Commissioners was held at Freedom Hall at 5:30 p.m. Chairman Tom Hoppensteadt, Commissioner Don Campbell, Commissioner Mark Robinson, and Superintendent Chris Wiseman were present, as was Office Manager Jen Nash.

The meeting was called to order at 5:30 p.m. and was opened to public comment; having none, the commissioners commenced with reviewing and approving the warrants and the minutes of the 01/30/2019 meeting.

Mr. Wiseman gave the water quality report, noting that all total coliform tests were completed and were clear. VOC and MTBE samples will be conducted in February. Superintendent Wiseman has also obtained pricing for PFOA/PFOS testing and will conduct these tests when MassDEP and the county lab have implementing the testing requirements.

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

Monthly Pumpage Results is as follows:

	<u>2019</u>	<u>2018</u>	<u>+/-</u>
January	7,135,000	7,178,000	-43,000

January Stats:

There were no new service installations and two service replacements.

Truck Update - The truck is at Doring Equipment Company and they are reviewing the specs and preparing to move the equipment over.

TowerNorth - nothing new to report. Superintendent Wiseman believes they are coordinating the crane to move all of the carriers at one time. As there is an osprey nest on the current temporary tower, Mr. Wiseman spoke to Chris Walz at the Cape Cod Audubon Society and obtained specs for a Osprey Nest Pole, but the commissioners don't believe it would be prudent to put the pole on the site of the old tank as the foliage will grow back and no longer be the open space that they need.

The commissioners then discussed the proposed rate increase. They asked Prudential Chairwoman, Fran Parks, to check with the treasurer to see how "self-funding" could positively affect the tax rate so that the information could be populated in the FAQ document being prepared for the roll out. They asked Superintendent Wiseman to confirm that Tata & Howard would attend and present at a meeting hosted by the Cotuit-Santuit Civic Association Meeting on April 16th to introduce the rate increase proposal to the residents of the district. Commissioner Robinson and Mrs. Nash will work to obtain services to video record the meeting to be posted on our webpage for any residents that are unable to attend, as well as an insert for the March bills. They also agreed to present a rate increase scenario that would phase the rates in over two years, implementing the base fee and meter fee and non-rate increases in the first year and half of the usage tier increases, with the second half of the increase coming

in the second fiscal year. They discussed keeping the one time 10% penalty in place and continue the sixty-day payment due period.

Commissioner Hoppensteadt presented the bylaw revision language for the stabilization fund. Commissioner Robinson will ask the bylaw committee to meet to review the proposed bylaw, Chairman Hoppensteadt will attend this meeting to explain the proposal. If it is accepted by the bylaw committee it will undergo legal review before being submitted for the district warrant in April.

The commissioners reviewed the Assistant Superintendent position description and job posting. They approved for it to be posted online and in the local papers. The earliest possible start date will be April 8th.

The commissioners then reviewed the draft FY2020 budget and recommended increases in the postage and printing lines based on the new proposed billing schedule. They briefly discussed the salary recommendations for the Assistant Superintendent as well as the proposed COLA rate increase. They will present the draft budget to the Prudential Committee at the March meeting.

The next regular meeting of the board was set for Wednesday, March 20th at 5:30 p.m. at Freedom Hall, pending the floor repairs. If the hall is not usable, it will take place at the fire station. The meeting adjourned at 7:30 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "T. Hoppensteadt".

Thomas Hoppensteadt, Chairman