



BOARD OF WATER COMMISSIONERS

Cotuit Fire District

Water Department

4300 FALMOUTH ROAD, P. O. BOX 451

COTUIT, MASS. 02635

07/17/2019

The monthly meeting of the Board of Water Commissioners was held at Freedom Hall at 5:30 p.m. Chairman Mark Robinson, Commissioner Tom Hoppensteadt, Commissioner Scott Horsley and Superintendent Chris Wiseman were present.

The meeting was called to order at 5:45 p.m. and opened to public comment.

Mr. Manny Roderick addressed the board regarding the annual service bid, referencing a certified letter dated 07/12/19 and received by the Water Department on Wednesday, 7/17/19, as well as multiple cases on the Attorney General's website with examples of how a disputed bid should be handled. Mr. Roderick is concerned that the project was rebid to obtain a lower price. The board assured him that was not the case, that they were following the advice of their legal council and Chairman Robinson asked Mr. Roderick for copies of the cases that he cited. He stated that he would bring them by the water department in the morning. The board will ask the district's attorney, Mr. Mark Boudreau, to respond to Mr. Roderick's complaint.

The minutes from the 06/19/19 were reviewed, a motion was made to accept them and it was so moved and approved. Mr. Robinson commented that the subject discussed at the 6/19 meeting regarding the employee benefit package was now irrelevant as the district is not subject to the paid family leave mandate.

The warrants were reviewed and approved with some discussion regarding the online approval process.

Ms. Parks informed the board that Freedom Hall now has WiFi for committee use (not public use at this time) and that she would provide them with the password.

Water Quality was discussed noting that all coliform tests have been negative and that lead and copper testing would take place this summer. This is currently required every three years but could go back to semi-annually if there is a change in treatment or high levels detected in the system. The board asked the Superintendent for an update on the schedule to complete the PFOA/PFOS testing. Superintendent Wiseman will provide an update at the next meeting.

The district's FY18 audit was reviewed by the board of water commissioners and they discussed the recommendations for process improvements that effect the water department with regard to billings and receivables. Chairman Robinson share a draft response and will submit it to the treasurer and chairman of the prudential committee. Ms. Parks discussed online payment processing and how this could help address the auditors recommendation. It

was noted that setting this up is in the hands of the treasurer and she will work with him to have this implemented.

The Superintendent report was given.

Monthly Pumpage Results is as follows:

	<u>2019</u>	<u>2018</u>	<u>+/-</u>
June	25,718,000	29,969,000	-4,251,000

June Stats:

There were no new services or service replacements during the month of June. The flushing program finished 2 weeks early this year which, combined with the volume of rain contributed to the difference in pumpage year over year.

TowerNorth Update - One temporary tower (C.O.W.) has been removed from the site and T-Mobile has notified the district that they will terminate their individual lease as of August 31, 2019 as they expect to be fully functional on the new tower. They do still have some equipment on the site which should be removed by the end of August.

The board discussed the annual flushing program and how to raise awareness for residents who may not see the ads that are posted. They discussed sending an Every-Door-Direct-Mailer (EDDM) postcard next spring and posting notices at the public buildings in town, as well as modifying the sandwich board signs with the water department web address and phone number.

Security Project Update - Specs for the new SCADA system and in the works but information from AD Instruments is not forthcoming. GHD and Superintendent Wiseman are continuing to follow up for information that they need to complete the project. They are still targeting a Fall 2019 completion date. The board briefly discussed how to address service needs while the annual bid is in legal review. The board will meet to vote on the bid when it has been addressed as the current contract expired on July 16th.

Superintendent Wiseman distributed hard copies of the Water Rate Study and the Water Treatment Study, both completed by Tata & Howard. The commissioners will review these reports and vote to accept them at the next meeting. Chairman Robinson has received some information from the clerk in Dennis as to how they evaluate a hardship request. He will summarize it and have it on hand if needed.

Land Management - One of the C.O.W.s have been removed and Chairman Robinson hopes that we can begin to reclaim the site in tome for the fall planting season. He will continue to work on the management plan for the main wellfield over the winter.

The commissioners briefly reviewed the handbook and were asked to notify the office if they thought of any additional items that should be included.

The commissioners reviewed the current Water Management Act permit status. The districts in Barnstable are petitioning the DEP to modify their stance regarding the conservation land managed by the Barnstable Land Trust and their reporting obligations. Chair Robinson asked Commissioner Horsley to assist with the Water Management Act Permit and he agreed.

There was also a discussion of possible future water treatment and associated costs. Commissioner Horsley suggested that we consider a more aggressive Source Water Protection Program to minimize these treatment needs and costs.

Commissioner Horsley noted that Little River does not appear on the Water Dept. Distribution System map and asked the Superintendent to discuss how and when well pumping would affect the level of Little River and other cold water fisheries.

Chairman Robinson asked the commissioners to send a photo and short bio to the office manager to be posted on the district website. He also stated that he had received a notice from the Prudential Committee that having Barnstable County post audio files to the district website had become too costly (\$95/file), that the district was not required to post them and that until the district had another solution in place we would not be uploading our audio files.

Superintendent Wiseman will take Chairman Robinson and Commissioner Horsley on a tour of the pumping stations on Tuesday, July 23rd at 8:15am.

The board requested that Mr. Wiseman obtain pricing to power wash the West St. Tank.

The next regular meeting of the board was set for Wednesday, August 14th at 5:45 p.m. at Freedom Hall. The meeting adjourned at 7:13 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mark H. Robinson". The signature is fluid and cursive, with a large initial "M" and "R".

Mark Robinson, Chairman