



BOARD OF WATER COMMISSIONERS

Cotuit Fire District

Water Department

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

11/14/2018

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, Superintendent Chris Wiseman and Office Manager Jen Nash were present.

The meeting was called to order at 5:30 p.m. and was opened to public comment. Carol Zais spoke in support of a rate increase. Cindy Gardner notes some revisions that she would recommend to the employee handbook and asked that the board postpone their vote to accept it until they could review her notes.

The minutes were reviewed, accepted and signed, as were the warrants.

Superintendent Wiseman gave the water quality report, noting that MTBE testing was completed and were not detected. Secondary contaminate tests were also completed in conjunction with the testing at 54 Roosevelt Road and noted that iron and manganese were up at station #4. All total coliform tests were completed and were fine in October, however there was a hit at one of the stations on November 1st. Retests were completed the next day, including and upstream and downstream testing location and all results were clear.

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>
October	13,868,000	13,895,000	-27,000

October Stats:

There were no new service installation and no service replacements. There was one leak repair in October.

Cell Tower Update - The tower is constructed and TowerNorth is working with the carriers to install their equipment on the tower.

The Superintendent and Commissioners reviewed the status of the water quality complaint at 54 Roosevelt Road. The commissioners, superintendent and a representative from MassDEP feel that the district has done everything they possibly can to address the resident's concerns and, pending another test and a formal report from the DEP for the file, they have directed the superintendent to work with the district's attorney to close out the issue.

The commissioners then heard Ms. Gardner's questions regarding the employee handbook and agreed to review it one more time before the next meeting.

The commissioners then moved to the cost of service and water rate study results. After much discussions they asked Mr. Wiseman and Mrs. Nash to obtain additional scenarios from Tata & Howard that included escalated increased for the higher usage tiers, add an additional tier for over 200,000 gallons of usage and multiple billing periods. They also asked for a comparison of the current fee structure against the new proposed structure for each of the tiers. They also discussed a meter fee that would be used to fund the Capital Improvement Projects.

Commissioner Robinson gave an update from the Bylaw committee meeting and reviewed former Commissioner Mastro's recommendation for the stabilization fund for land management and water department needs. Chairman Hoppensteadt recommended that a funding option be created to establish a Stabilization Fund for the District and

proposed that the fund be for Capital Improvements as well as Land Management, and other department needs (ie. A Water Treatment System, Wellhead Security). Commissioner Campbell suggested it be funded through a meter fee that would be part of the proposed rate changes. The next bylaw meeting is scheduled for November 28th and Chairman Hoppensteadt will draft an edit to the bylaw to remove the current language and replace it with new language.

Commissioner Campbell noted that the Policy Advisory Committee will not meet until 2019.

The letter for the water management act was reviewed and signed by the chairman.

The commissioners reviewed a leak adjustment request from a resident who incurred a loss during the power outage last winter. The adjustment was approved pending confirmation that no water loss was covered in any insurance claim.

The next regular meeting of the board was set for Wednesday, December 19th at 5:30 p.m. at Freedom Hall. The meeting adjourned at 8:11 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Thomas Hoppensteadt", written in a cursive style.

Thomas Hoppensteadt, Chairman