



BOARD OF WATER COMMISSIONERS

Cotuit Fire District Water Department

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

02/15/2023

The monthly meeting of the Board of Water Commissioners was held via Zoom at 5:45 p.m. Chairman Tom Hoppensteadt, Commissioner Mark Robinson, Commissioner Scott Horsley, Superintendent Chris Wiseman and Office Manager, Jen Nash were present.

The meeting was called to order at 5:45 p.m. and was opened to public comment. There were none.

The minutes of the January 18, 2023 meeting were reviewed and approved.

The Water Quality Report and Superintendent's report were deferred until the next meeting to accommodate the other time sensitive agenda items.

The agreement with Sole Source Consulting, LLC. was signed for Phase II of the Source Water Protection/Test Well Installation project. The areas of installation have been marked out and Commissioner Hoppensteadt will contact Darcy with the Conservation Commission to discuss the placement of test wells along Little River/Town Property.

Commissioner Hoppensteadt presented an article for consideration by the board to establish a stabilization fund for the protection of the District's water quality. This account would be funded by the revenue associated with water rate fees and expended with a 2/3rd vote of the district at the Annual District Meeting. Commissioner Robinson will edit the proposal which will then be presented to the by-law and Prudential Committees for consideration and insertion into the warrant for the ADM.

Commissioner Robinson presented the Affordable Access to Drinking Water proposal to the Prudential Committee and has incorporated answers to some of their questions in the updated draft. He will contact the Civic Association who will host a public meeting to present this proposal and gain feedback before the commissioners vote to adopt this policy.

The BOWC conducted the annual performance evaluation for the Superintendent. An action item for the future is to include an on-going item in his monthly report to update the board on discussion topics from regional and state-wide water boards/associations.

The BOWC reviewed the FY24 salary, operating and maintenance budget to be presented at the March PruComm meeting and ADM. They recommended a COLA increase of 8.7% to align with the SSA/Retirement Board COLA rate for FY24, and merit increases for 4 employees. They also discussed the 5-year Capital

Improvement plan, specifically the Source Water Protection upcoming expenses, infrastructure needs (water main replacement costs), and the service replacement costs associated with the Lead Service Line Inventory Rule that will go into effect in October of 2024.

Commissioner Hoppensteadt will meet with PruComm on February 27th to discuss the FY23 budget expenditures to date, and the status of the open appropriations. He will meet with them again in March to present the FY24 proposed budget. Commissioner Robinson offered to attend this meeting with him.

Mrs. Nash presented two requests for relief from bills associated with catastrophic leaks (Kiernan & Pulsifer). The board voted to approve relief for both requests.

The meeting was opened again to public comment. Brett Dikeman offered to assist the District and Water Department with public education and IT solutions. The board asked him to put together a proposal and scope of services and the staff and commissioners will assist as needed.

The next regular meeting of the Board of Water Commissioners is scheduled for Wednesday, March 15, at 5:45 pm via Zoom. The meeting adjourned at 7:50 pm.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Tom Hoppensteadt", with a stylized flourish at the end.

Tom Hoppensteadt, Chairman