



BOARD OF WATER COMMISSIONERS

Cotuit Fire District
Water Department

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

03/04/2026

The Board of Water Commissioners held their monthly meeting on Wednesday, March 4, 2026, at 5:00 p.m. via ZOOM only. Present at the meeting were Chairman Mark Robinson; Commissioner David Churbuck; Commissioner Scott Horsley; Superintendent Chris Wiseman; Office Manager Jen Nash; Senior Field Operators JR Gallagher and Matthew Dwyer.

Chairman Robinson called the meeting to order at 5:00 p.m.

Public Comment: Molly DeMello from the Historical Society of Cotuit & Santuit requested relief from a large water bill, stating that they believe the bill may be the result of a faulty reading. There were no documented leaks. Superintendent Wiseman reviewed the research conducted on the account. He reported that he met with a representative, believed to be Alex Barros, on July 3, 2025, and found no evidence of a leak at that time. He also noted that the piping around the meter was cold and showed condensation, indicating that the system had recently run. Mrs. Nash presented prior water consumption records, which closely resemble the usage recorded for the July-December 2025 period. The Senior Operators also met with Molly on February 11, when they replaced the meter and installed a new reader that will assist in monitoring usage during the upcoming season. The Board agreed to hold any penalties and allow the Historical Society additional time to conduct further research regarding the usage. Mrs. Nash has ordered a usage history and will send Molly the current data log. Senior Operator Dwyer suggested adding the account to the monthly reading list to help monitor usage going forward.

Mrs. Nash also presented a request for relief from Adriana Freitas who documented a leak and the repair by a licensed plumber. The board voted unanimously to provide relief on this account and Mrs. Nash will follow up with the homeowner on the following day.

Superintendent Wiseman reported that there were no total coliform detections. PFOS & VOC (Volatile Organic Compounds) sampling results are pending.

The superintendent gave his report:

	<u>2025</u>	<u>2026</u>	<u>+/-</u>
January	7,270,000	6,765,000	-505,000

Service activity was reviewed: No new services, replacements, or leaks.

Association Updates: Superintendent Wiseman will attend the annual conference in Worcester in April 2026. There is a joint meeting of several local associations happening in Wrentham, but he will not be attending that meeting due to a scheduling conflict. Most associations are releasing their spring class schedules.

Staffing updates: Superintendent Wiseman reported that Jeff Marks began employment on January 26, 2026. He noted that Mr. Marks is doing well, appears to be a good fit for the position, and has demonstrated strong motivation and initiative.

Groundwater Contour Mapping: Superintendent Wiseman circulated a proposal from Sole Source Consulting for groundwater mapping at Station 5 for Board review. The board voted unanimously to accept the contract proposal. Mr. Cambareri is ready to begin working on this project.

Storm Update: Superintendent Wiseman provided a brief update on the impacts of Winter Storm Hernando. The generator at the office functioned properly; however, internet service (OpenCape) and phone service (VoIP) were unavailable. All other generators failed for various reasons. Without power or internet, staff were unable to monitor tank levels. Downed trees and wires in the wellfield also blocked access to several stations, and a front-end loader was brought in to help clear access to Station #3. The district also participated in an emergency coordination meeting with Eversource, Barnstable County, Barnstable DPW, and neighboring district Superintendents with which we have interconnections to coordinate response efforts should those connections have been needed. Mr. Wiseman will be scheduling a meeting with the two generator vendors to troubleshoot the issues that we experienced and to do what we can to prevent future failures.

This concludes the Superintendent's report.

OT & On Call Policy Revision: Chairman Robinson briefly reviewed the policy revision that was presented by the Senior Operators at the January meeting. They agreed that the revision was appropriate and voted unanimously to approve the new policy. Mrs. Nash will update the budget and employee handbook accordingly.

Source Water Protection - No new update.

Cotuit Elementary Conservation Restriction - There has been no update or communication from Town Counsel. Commissioner Horsley has a meeting with the town manager on Thursday and will try to address this issue at that time.

Enabling Legislation - The proposed enabling legislation remains under review by the Senate Committee on Rules. Commissioner Churbuck reported that he has placed a phone call and sent an email to the Committee regarding its status and will also reach out to Representative Diggs and Senator Cyr to request their assistance in moving the legislation forward.

Pipe Replacement: Mrs. Nash has created an FAQ document from the information shared by Mr. Wiseman at the January meeting. The board has reviewed the document, and Mrs. Nash will add this document to the district website.

Payroll/W2 issue: Corrected W2's were issued on 3/3/26. The Prudential Committee noted that the Admin. team is working diligently to interview and select a new payroll company and have committed to completing this by the end of the fiscal year.

Sick Time Memo to Prudential Committee: Chairman Robinson asked Mrs. Nash to forward the email that was sent to the Prudential Committee. He will follow up

with them prior to the March PruComm meeting where the budget requests and recommendations will be reviewed.

The Board voted unanimously to accept the minutes of the January 21, 2026, meeting. Chairman Robinson will come by the office to sign them.

Superintendent Performance Evaluation: The Commissioners conducted a performance evaluation for the Superintendent, awarding him 11 out of a possible 12 points. They noted his strengths as being accessible and responsive to both the Board and district residents. Areas identified for focus in the coming year include completing follow-up items from meetings prior to the next Board meeting, infrastructure planning, and providing the Commissioners with updates during emergency situations.

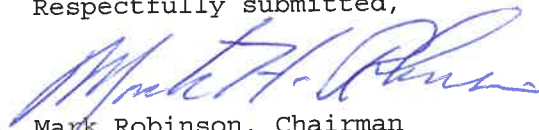
Chairman Robinson will confirm with Pru-Chair Mark Lynch that budgets will be presented at their March 23rd meeting. Commissioner Churbuck noted that the Social Security COLA increase is 2.8%. Chairman Robinson asked the commissioners to be prepared to discuss the budget at their March meeting. Superintendent Wiseman noted that all employees have exceeded expectations in the past year and all are eligible for increases.

Staff Comments: Senior Operators Dwyer and Gallagher thanked the Board for considering and approving their proposal for revisions to the Overtime and On-Call Policy. Both expressed that they enjoy working for the district and hope to remain with the district for the remainder of their careers.

The next meeting was set for Wednesday, March 18, 2026, at 5:45pm via ZOOM only.

There was no additional public comment. The meeting was adjourned at 6:23 p.m.

Respectfully submitted,



Mark Robinson, Chairman
Board of Water Commissioners