



BOARD OF WATER COMMISSIONERS

**Cotuit Fire District**  
**Water Department**

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

12/13/2017

The monthly meeting of the Board of Water Commissioners was held at Freedom Hall at 6:00 p.m. Chairman Don Campbell, Commissioner Vic Mastro and Commissioner Tom Hoppensteadt were present as was Superintendent Chris Wiseman.

The meeting was called to order at 6:00 p.m. and opened to public comment. Amy Kates was acknowledged as recording the meeting, but there was no public comment.

The minutes of the November 15<sup>th</sup> workshop were reviewed and an edit was made to the starting time of the meeting. The minutes were accepted and approved with this change. The minutes of the regular November 15<sup>th</sup> meeting were also reviewed and approved with no changes.

Superintendent Wiseman gave the water quality report, noting that all routine coliform samples were clear, and that MTBE testing was done in December and the results will be available for the next meeting. He also updated the board regarding an ongoing water quality complaint from Roosevelt Road. Hydrants around this service are flushed twice a month. Additional (directional) flushing took place with week with some water quality tests taken at several hydrants in this neighborhood and surrounding neighborhoods testing specifically for manganese. Results will be available for the next meeting.

Mr. Wiseman then went on to give the Superintendent's report from memory, exact gallonage is noted below.

Monthly Pumpage Results is as follows:

	<u>2017</u>	<u>2016</u>	<u>+/-</u>
November	7,359,000	9,536,000	-2,177,000

There were no new services and one replacement service installed in November. There were 5 curb-stops that were leaking by and they were replaced.

Mr. Wiseman made the board aware of upcoming trainings and vacations scheduled for the month of January and will follow up via email with details if they would like to attend.

The board requested status updates on several projects including the tap at 414 Main St, the shed on the Creedon/Main St. property line, the district land boundary markers and the forestry plantings. All are still pending at this time.

Russ Kleekamp gave an update on the outstanding projects with GHD, noting that most are moving forward with little assistance or wrapping up at this point.

The Cape Cod Commission will be holding a meeting on Thursday, December 14<sup>th</sup> to review the Cell Tower permit request. From there it will go to

site plan review by the town, with construction to begin in the late spring if approved. Once complete they will begin restoration planning for the former site.

Mr. Kleekamp informed the board that the USDA approved the use of almost \$18,000 of "other" funds to complete the fiber optic enclosures. Once complete this will close out the USDA grant.

And lastly, the 1-year tank inspection was completed last week, however the report is not yet available. The \$10k payment from T-Mobile to Biszko has been made and once the inspection report is back the district will pay the retained balance of the contract and close out this project.

The Fiber Optic project will be put on hold until spring, pending funding at the annual district meeting and after the chemical safety upgrade project is complete.

Chairman Campbell informed the board that the Prudential Committee has deferred the RFP for the Cost of Service Study back to the BOWC. The board discussed how to proceed with the RFP and Chairman Campbell will attend the Prudential Committee meeting on 12/18 to discuss next steps. Commissioner Hoppensteadt noted that Barnstable Water has just gone through a Cost of Service Study (RFP) process and recommended that we obtain a copy of theirs. Superintendent Wiseman will contact their superintendent to discuss this.

Chairman Campbell informed the board that he had received an email from Treasurer Perrone regarding a change in the way that the district will be tracking and reporting accrued paid time off. Treasurer Perrone has also requested a copy of the Water Department Employee Handbook which has been provided in electronic format.

The board then reviewed a request from a district resident for a leak adjustment to their excess use bill. They approved this reduction provided that the resident submits proof from the insurance agency that loss of water was not covered in her claim and proof of the repair from her plumber or contractor.

The next regular meeting of the board was set for Wednesday, January 17<sup>th</sup> at 6:00 p.m. at Freedom Hall, immediately following the position description workshop scheduled for 5:00pm.

The meeting adjourned at 7:05 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Donald Campbell".

Donald Campbell, Chairman