



BOARD OF WATER COMMISSIONERS

Cotuit Fire District
Water Department

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

03/20/2024

The monthly meeting of the Board of Water Commissioners was held via Zoom at 5:45 p.m. Chairman Scott Horsley, Commissioner David Churbuck, Commissioner Mark Robinson, 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. Mark Robinson abstained from this discussion as he has a business relationship with the Barnstable Land Trust. Janet Milkman of the Barnstable Land Trust addressed the board to ask for support from the district in their offer to acquire approximately 5 acres of land at 4609 Falmouth Road. This site had been reviewed for a 40B housing project, and as it is in Zone II of the wellfield, the commissioners attended the Town meeting about the proposed development and voiced their opposition to the project. The district would have the opportunity to secure a conservation restriction on this land, in perpetuity. She is requesting \$50,000 from the district to support the acquisition of the property and ensure protection of the district's source water supply. The Board unanimously voted to support this request and will bring it to the attention of the Prudential Committee, in conjunction with Janet Milkman, at their meeting next week.

Superintendent Wiseman reviewed the recent water quality testing results for total coliform. There were no detections. Quarterly testing will include Volatile Organic Compounds (VOC's), Synthetic Organic Compounds (SOC's), and Sodium. PFOS samples will be done in April, including the new test wells. New tubing is needed to complete the test well samples, and supplies have been ordered.

The Superintendent's report was presented:

	<u>2023</u>	<u>2024</u>	<u>+/-</u>
February	6,709,000 gal.	5,281,000 gal.	-1,428,000 gal.

New Service = 1, Replacement/Relocation Services = 1, Leaks/Repairs = 0
February of 2023 had a cold snap and several leaks were reported. This would account for much of the pumping reduction.

Project Updates:

- Lewis Pond Road Water Main Upgrade - Bid posted and available March 27th after 2pm. It is posted in the Central Register, COMMBuys and in the Cape Cod Times. Responses will be opened on April 11th at 4pm. The project should commence this spring.
- Association News - Mr. Wiseman will be attending the NEWWA/MWWA conference in Worcester during the first week of April. Newsletters have been circulated to the Board.
- Staffing - New Field Operator, Jonathan Brooks, will be starting D1 and T1 training. The course will run through June.

- During routine meter reading, it was discovered that a district resident had bypassed their meter. Police were notified and accompanied the Superintendent and Field Operator to the property to replace the bypassed meter. A new, sealed meter was installed and will be monitored monthly. A penalty was assessed, as well as the labor and repair costs (in accordance with MGL Part I Title XXII Chapter 165 Section 11), and the homeowner was notified of the violation.

New Business:

- Viktor Tuleika, 60 Eaton Court addressed the Board regarding his bill from January 2023. The usage was extremely high (538,000). He explained the usage of the property, the lawn area, and the interior plumbing. He noted when all plumbing, septic and irrigation were replaced and feels that there may be an issue with the meter. We agreed to send the meter out for testing, with the homeowner assuming responsibility for the fees if the meter is found to be functioning properly. There is no evidence of a leak and no repairs have been made. The board asked what adjustment would be applied if there were a leak. The office manager will calculate this and bring it forward at the April meeting. We will also remove the meter and send it for testing and hope to have the results to review at the next meeting as well.
- Cyber Security Update - Assessment by EDR (Engineering Firm that handles the SCADA system) is in progress. The assessment needs to be complete for the upcoming MassDEP Sanitary Survey. Commissioner Churbuck sent a link to two articles posted recently on the topic. Commissioner Robinson suggested asking Mark Nelson of the Horsley Whitten Group to present to the Board and/or District on the topic.
- Flushing Notifications - The annual water main maintenance program began on March 11th. An EDDM (Every Door Direct Mailer) was sent to all residents with a 02635 zip-code notifying them of the program. An email blast was sent to all residents in the district with an email address on file and it was also posted on the district website and Facebook page. Notice of location emails are sent daily to residents in the flushing area and the locations are also posted before 9am to the website and Facebook page. Senior Operator J.R. Gallagher is running the program again this year and hopes to complete it before Memorial Day, weather permitting.
- The Board, in conjunction with the Cotuit Civic Association will be holding a community information meeting on Tuesday, April 16th at Freedom Hall. The Board will share information regarding their proposed Affordable Access to Drinking Water program, as well as their proposed ADM (Annual District Meeting) article which would support the commissioner's petition to make a change to the Enabling Legislation allowing them to work cooperatively with private property owners to protect the district's source water supply. Commissioners Robinson and Horsley will present at this meeting.
- Commissioner Robinson and Superintendent Wiseman attended a special town council meeting on the topic of Source Water Supply, Distribution, Treatment in each Water District in the Town of Barnstable. They were impressed by the measures we have taken to encourage conservation, and the policies we have put into place regarding non-essential use of the drinking water supply. Commissioner Churbuck watched the meeting virtually and submitted a few questions to the Superintendent and Board Members regarding redundancy planning, the materials used by the district and any properties in Cotuit owned by the town that might be a potential source of drinking water. His questions were reviewed at this meeting

and all were met with satisfactory responses. No further action is needed at this time.

Old Business:

Source Water Protection Plan (SWPP) / Enabling Legislation: See notes above regarding upcoming Civic Association Meeting. Minor changes to the language were submitted by Commissioner Robinson. The language is as follows and will be sent to the District's Councilor, Mark Boudreau for final review:

"To do all things necessary to petition the Massachusetts **Great and General Court** to enact a change to the enabling legislation of the Cotuit Fire District and the establishment of the Cotuit Water Commission under Chapter 244 of the **Specials Acts of Massachusetts (1935)** substantially as follows: The Water Commission of the Cotuit Fire District shall have the authority to fund improvements on private **property**, with **written** approval of the property owner, to protect **and enhance the quality of the water supply** for the **benefit** of the residents of Cotuit."

FY2025 Budget: The commissioners did a final review of the budget and 5yr CAP plan that will be presented to the Prudential Committee at their meeting on Monday, March 25th. A capital expenditure of \$25,000 was added for new meter reading software and hardware to replace devices that are more than 10 years old and are failing.

Affordable Access to Drinking Water (AADW): See update regarding Civic Association meeting presentation as noted above. The proposed changes, if adopted at the April or May BOWC meeting would be effective beginning with the new fiscal year (FY25 beginning July 1, 2024).

It was noted that upcoming meetings where one or more commissioners will be present include the PruComm meeting on Monday 3/25 at 6pm at Freedom Hall; The Civic Association Presentation on Tuesday, April 16th at Freedom Hall and three bylaw meetings (4/8, 4/10 and 4/23) which Commissioner Churbuck will attend.

Commissioner Churbuck moved to accept the minutes of the February 21, 2024, meeting. It was seconded by Commissioner Robinson and voted unanimously to accept the minutes as written.

The meeting was again opened to public comment, there was none at this time.

The next regular meeting is scheduled for Wednesday, April 17, 2024, at 5:45 pm at Freedom Hall. The meeting adjourned at 7:00 pm.

Respectfully submitted,



Scott Horsley, Chairman
Board of Water Commissioners