



BOARD OF WATER COMMISSIONERS

Cotuit Fire District

Water Department

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

06/18/2025

The Board of Water Commissioners held their monthly meeting on Wednesday, June 18, 2025, at 5:45 p.m. at Freedom Hall. Present at the meeting were Chairman David Churbuck, Commissioner Mark Robinson, Commissioner Scott Horsley, Superintendent Chris Wiseman and Office Manager, Jen Nash.

The meeting was called to order at 5:45 p.m. and was opened to public comment. There were no comments at this time.

Superintendent Wiseman reported that June water testing showed no detections of Total Coliform. Sodium and PFOS results were reviewed, with consistent detections at Wells 1 and 4 noted—both below the Maximum Contaminant Level (MCL) of 4, at 2.1 and 2.2 respectively. Testing has also been completed on the new test wells, though results are still pending. These expanded tests are intended to assist Mark Nelson in "fingerprinting" the contaminants and identifying their potential sources, which are currently presumed to originate from household wastewater entering the water supply via septic systems.

Following a review of existing groundwater flow maps, the board voted unanimously to contract with Tom Cambareri of Sole Source Consulting to develop a groundwater flow map for Station 5, like the work previously completed for Wells 1-4. The board also recommended improvements to future reports, including ensuring consistency in data presentation and adding dates and branding to printed materials.

The superintendent gave his report:

	<u>2024</u>	<u>2025</u>	<u>+/-</u>
May	11,880,000	12,338,000	+458,000

New Service = 0; Replacement Services = 3; Leaks = 0

Association Updates - The Barnstable County Water Utilities Association (BCWUA) hosted its annual Water Fair in Buzzards Bay. The New England Water Works Association (NEWWA) and the Massachusetts Water Works Association (MWWA) are also offering upcoming training classes.

Cyber Security - The District's grant applications, including the required payment information provided by the Treasurer, are now complete. The first disbursement is expected in July 2025.

W2 Issue 2024 - As of the meeting date, 2024 W-2 forms had not yet been received. According to an update from the Treasurer, the payroll company requested that he calculate and submit the necessary W-2 information to them directly. Mr. Pirrone confirmed that he submitted the data; however, the payroll company has since requested it again. At this time, there is still no confirmed timeline for when the W-2 forms will be available.

Staffing - The newest Field Operator has completed his preparatory class and will be registering to take the D1 and T2 exams. He is required to pass both by the end of his first year of employment.

Warrant - Mrs. Nash will be out of the office next week. Mr. Wiseman requested that the board review and approve the warrant by the end of the day on Friday so that it could be submitted to the Treasurer's office for processing prior to the end of the fiscal year.

Annual Bid - The annual bid for Service Connections to Sideline, Connections from Sideline to Building, and Emergency Service Repair was conducted with the bid opening occurring on Thursday, June 12th. One bid was received, and the Superintendent recommended that the bid be awarded to Ruberti Site & Utility Construction of Centerville MA. Superintendent Wiseman check references as they are a new provider for the district, and all insurance certificates have been received. The board voted unanimously to award the bid.

The Board reviewed a leak adjustment request from Mrs. Nichols, who experienced a leak in the basement last December. As the circumstances met the criteria outlined in the district's leak adjustment policy, the Board voted 2:1 to approve relief in the amount of \$616.20.

This concludes the Superintendent's report.

Source Water Protection Plan (SWPP) - Commissioner Horsley reported that the Comprehensive Wastewater Management Plan (CWMP) team met on Monday, June 16, 2025, to develop policy recommendations and consider a significant change to the current sewer expansion project's phases. Presently, the plan consists of three phases: Phase 1 (Hyannis), Phase 2 (Route 28), and Phase 3, which was intended to expand service to Marstons Mills. Following extensive review, the team is likely to recommend that Marstons Mills instead implement an Innovative/Alternative (I/A) septic system program. This approach would help alleviate capacity constraints currently affecting the system. The CWMP team will reconvene in July and August, with further updates anticipated ahead of the Wastewater Workshop being hosted by the Cotuit-Santuit Civic Association. The workshop will take place during their Annual Meeting on August 19, 2025, at 7:00 PM at Freedom Hall.

Chairman Churbuck reported that he has sent invitations to the chosen presenters but has not yet receive any confirmations.

Cotuit Elementary Conservation Restriction - No new updates at this time. Commissioner Robinson noted that the town has changed attorneys, which may lead to improved communication going forward.

Enabling Legislation - Commissioner Churbuck noted that there is no new information at this time.

New Chair & Committee Members - The board voted unanimously to elect Commissioner Mark Robinson as chair for the upcoming Fiscal Year. Scott Horsley will serve as the representative on the Policy Advisory Committee, and David Churbuck will serve as the representative on the Bylaws Committee.

New Business/Matters Not Anticipated - None at this time. There was no additional public comment.

The minutes for the May 14th regular meeting were reviewed and approved.

An update was provided regarding the penalty appeal. Mr. Caulder has been notified of the information the board requires but has not responded to the request. The board agreed that the penalty will remain in place and is currently due. This matter will be tabled until further information is received.

The date for the next meeting was set for Wednesday, July 23, 2025. The meeting was then adjourned at 6:46pm.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'David Churbuck', is written over the printed name.

David Churbuck, Chairman
Board of Water Commissioners