

BFD BOARD OF WATER COMMISSIONERS MEETING MINUTES

July 11, 2017 AT THE WATER DEPARTMENT OFFICE.

PRESENT WERE: Board of Water Commissioners: Chairman David Jones, Commissioner Bassett, and Commissioner Stephen Whitmore. Also present: Superintendent Thomas Rooney.

- Meeting called to order at 3:04 P.M.
- Warrants and payrolls signed.
- Collectors End of Month Report reviewed and signed
- Superintendent's Projects Report reviewed

Superintendent Rooney informed the Board that a broken private power pole to well #1 was replaced by the Department. Commissioner Whitmore asked, What the cost for the pole replacement was? Mr. Rooney informed the Board that the cost was \$1,800.00. Commissioner Bassett asked, Why Eversource was not responsible for the rotten pole? Mr. Rooney Replied that Eversource was contacted, but the pole was private. Mr. Rooney informed the Board that a letter was included in the quarterly water bill, as requested by the Board, thanking the Department's customers for their past water conservation efforts, and asking them to continue to conserve water. Mr. Rooney informed the Board that a message was placed on the quarterly bills to encourage the use of Department's Ebill program.

Chairman Jones aske Superintendent Rooney, Is the Department going to continue testing for Pfos? Superintendent Rooney responded that the Department would continue to test, and the sample wells along Hyannis Golf course will also be tested. Superintendent Rooney informed the Board of a large leak at Well #3. Chairman Jones asked the Superintendent to look into reverse 911 calls for large incidents of dirty water. Mr. Rooney responded that he would.

Chairman Jones asked for a motion to accept the previous Meeting Minutes. Commissioner Whitmore **motioned** to accept the Meeting Minutes from June 6, 2017, **seconded** by Commissioner Bassett. The **motion passed unanimously.**

Solar Panel Update

Superintendent Rooney informed the Board that Eversource is seeking to reduce the value of net metering credit which could mean a reduction of \$14,000.00 in revenue from the solar panels.

Water Meter Replacement

Superintendent Rooney informed the Board that there are two customers that have not responded to meter change out requests. Superintendent Rooney asked the Board if they agreed with discontinuing service if the customers do not contact the Water Department. The Board agreed that the water service should be shut off if the customer's continue to fail to respond. Mr. Rooney asked how the Department should handle it if the customer wants their service restored on a weekend. The Board decided that the customer should be charged the \$225.00 minimum for a weekend service call.

FY-17 Operations Budget Review

Superintendent Rooney informed the Board that the Water Department had a small budget surplus of \$234.00 at the close of FY-17.

Windows and Doors Rehabilitation Project

Superintendent Rooney informed the Board that he had discovered that the office exterior has lead paint. He informed the Board that he would need to have an engineering firm that specializes on lead paint to write the lead paint section of the bid specifications for the project for liability protection reasons. Mr. Rooney informed the Board that the Department's engineer Erica Lotz recommended the firm of Wilcox and Barton to inspect for lead paint and asbestos. Commissioner Whitmore asked, If we assume there is lead paint will we still need an engineering firm? Mr. Rooney responded that the engineering firm will need to write the bid specifications. Commissioner Bassett asked, If the materials are being disposed of do we still need the engineering review? Mr. Rooney responded that it would be in the best interest of the District to have the evaluation. He went on to say that he had received a proposal in the amount of \$4,900.00 for the inspection, and the creation of the bid specifications. Chairman Jones asked for a motion to accept the proposal. Commissioner Whitmore **motioned** to approve the engineering proposal, **seconded** by Commissioner Bassett. The **motion passed unanimously.**

Staff Performance Reviews

The Board reviewed the Superintendent's annual performance reviews. Commissioner Whitmore discussed the use of pay grades to help determine merit increase levels. Superintendent Rooney informed the Board that the pay grades have not been formally adopted. Chairman Jones suggested that merit pay increases be postponed until the Pay grades can be reviewed. Commissioner Bassett suggested that the Board set up a follow up meeting. The Board agreed.

Optional Meter Request

The Board reviewed an optional meter request for 59 Locust Lane. Chairman Jones asked for a motion to approve the request. Commissioner Bassett **motioned** to approve the request, **seconded** by Commissioner Whitmore. The **motion passed unanimously.**

Matters not reasonably anticipated by the Chair

Chairman Jones suggested the next Meeting be held at 2:30 p.m.

There being no further business, Chairman Jones asked for a motion to adjourn the meeting. Commissioner Whitmore **motioned** to adjourn the meeting, **seconded** by Commissioner Bassett. The **motion passed unanimously.** The meeting adjourned at 3:50 p.m.

Respectfully Submitted,
Thomas Rooney