

BOARD OF WATER COMMISSIONERS MEETING

April 8, 2025, at the Water Department office

PRESENT WERE: Board of Water Commissioners, Chairman David Mason, Commissioners Peter Myrbeck and Steve Whitmore. Also present: Superintendent Sean Anderson, Assistant Superintendent Ron Tivey and Fire Chief Christopher Beal.

- Meeting called to order at 5:00 PM
- Warrants to be signed.
- Commissioner Myrbeck asked for a **motion** to accept the March 18, 2025; minutes as written. Commissioner Whitmore **motioned to accept** and **passed unanimously**.

ANNUAL MEETING/WARRANT NIGHT

- Warrant Night: May 29th 7:00 p.m. at St. Mary's. Will be held to educate the public about the Warrants.

WILKENS PHASE II

- Mark Jackson from New England Development agrees that Connection Fees should be separate from the Water Balance program. Superintendent Anderson is waiting for an update on the water balance program.
- Chief Beal and Superintendent Anderson received plans that they are reviewing for Phase II. Plans show the water main layout and where they're going to get their feed for Phase II. Superintendent Anderson and Chief Beal will provide feedback.

PERSONNEL POLICY

- Superintendent Anderson reviewed the new 42 page Personnel Policy which includes bringing the Personnel Policy up to date with standards and laws. Each employee will get a copy of the Personnel Policy and will need to sign acknowledgement.
- Superintendent Anderson suggested that emergency call outs be increased to 3 hours.
- Commissioner Whitmore asked for a **motion** to increase the on-call hours from 2 hours to 3 hours. Commissioner Myrbeck **motioned to accept** and **passed unanimously**.
- Assistant Superintendent Tivey suggested section 3.10 the clothing allowance wording be changed from lump sum at the beginning of the fiscal year to reimbursement.
- Commissioner Whitmore asked for a **motion** to approve the Personnel Policy with approved wording for the clothing allowance. Commissioner Myrbeck **motioned to accept** and **passed unanimously**.

NATURAL GAS EASEMENT – NEW TREATMENT PLANT

- Superintendent Anderson asked Chuck Sabatt to propose additional language to ensure that we maintain access to our existing infrastructure. He drafted language and sent it to National Grid. They denied our revisions as well as the towns revisions that they made. Superintendent Anderson reached out to Teresa Santos from the Town of Barnstable she forwarded it to the town council and is waiting for a response. The alternative would be using propane.

CAPITAL PROJECTS UPDATE

- Pilot study at wells 3 & 4 equipment arriving on Wednesday. Pilot starts next Wednesday and running for 2 weeks. Wells 3 & 4 will be offline during this time but will be able to use if there is an emergency.
- Treatment Plant update: All piping has been completed for the new plant. Chlorinated the mains outside the building. Samples have been taken and will begin to pressure test inside the building and then chlorinate inside.

MATTERS NOT REASONABLY ANTICIPATED BY THE CHAIR

- Flushing with begin soon
- System Improvement: Shut down on Main Street to replace a gate.

Commissioner Myrbeck **motioned** to adjourn the meeting. The meeting was adjourned at 5:30p.m.

Respectfully Submitted,

Dawn H. Woodward