

DENNIS WATER DISTRICT

Board of Water Commissioners

Minutes of Meeting held

December 17, 2009

A meeting, having been duly posted, was held this date at the Thomas Martin Training Room, Dennis Police Department, 96 Bob Crowell Road, S Dennis. The meeting was called to order by Paul F. Prue, Chairman at 6:30 PM. Water Commissioners Charles F. Crowell and Peter L. McDowell were present along with the following District officials:

David Larkowski, Superintendent
Sheryl A. McMahon, Clerk & Treasurer

PUBLIC INFORMATION & COMMENT

CUSTOMER ISSUES: None

UPDATES:

Wind Energy – Mr. Larkowski reported on the Water Commissioners’ workshop held 12/9/2009. Representatives of the Cape & Vineyard Electric Cooperative (CVEC) provided an overview of their organization, purpose and what they might accomplish for the District in terms of wind energy development. It was noted that the Town of Falmouth has as 1.6 megawatt wind turbine in operation and it can be visited most any day of the week. The second item was a discussion on the grant funding process with Massachusetts Technology Collaborative. He advised that it is a protracted process and their future funding levels are unknown. Discussion ensued regarding the permitting issues with Old Kings Highway Regional Historic District Committee (OKHRHD). There was discussion relative to having a Special District Meeting in early February. In the mean time the staff could issue a Request for Proposals for the Wind Power Feasibility Study and then the results would be available for the meeting. The estimated cost of the study is \$75,000 to \$100,000. There was a discussion regarding state-wide net metering cap which is set at about 1% of the total electrical demand in the state.

Chairman Prue acknowledged Selectman Bergeron and Denise Atwood, Chair of the Alternative Energy Committee. Mr. Bergeron commented on his support of moving forward with a wind project. There was continued discussion regarding the limitations of the Historic District and existing zoning regulations.

Ms. McMahon reviewed the un-audited Balance Sheet as of June 30, 2009. She reported that there is approximately \$1.1 million dollars in Surplus Revenue. It has not yet been certified as “Free Cash” by the Department of Revenue. A review of what activities generated the available surplus was provided. On a motion made by Peter L. McDowell, and duly seconded, the Board ***UNANIMOUSLY VOTED: to set a Special Water District Meeting for Thursday, February 4, 2010 at 7:00 PM at the Senior Center.***

Special Legislation – Combined Election H1140 – Ms. McMahon advised that the bill has gone to the third reading in the House.

REVIEW AND AWARD BID FOR CELLULAR ANTENNA LEASE ON WEST DENNIS TANK:

Mr. Larkowski outlined the Request For Proposal process. MetroPCS was the only respondent and it does include the \$39,000 first year minimum with a 3% annual escalation over the 20 year contract. He advised that we are currently maxed out on the available space on the West Dennis Tank. There may be some space available on Old Bass River Road Tank. On a motion made by Charles F. Crowell, and duly seconded, the Board ***UNANIMOUSLY VOTED: to accept the bid of MetroPCS at the price quoted.***

REVIEW OF POLICY, ADMINISTRATION AND PRACTICES:

Mr. McDowell had requested this agenda item. He had asked for job descriptions of the Superintendent, Treasurer and others and when they were adopted. He felt the Board should establish the job descriptions granting the authority. He felt there were some inconsistencies in the bylaws and that they should be addressed by the Board and voted. Ms. McMahan agreed that from a management perspective they should be reviewed again and adopted by the Board. Mr. McDowell suggested that it be addressed before the expiration of the fiscal year.

BUDGET FY 2011 – PRELIMINARY ASSUMPTIONS AND RECOMMENDATIONS

Mr. Larkowski said that they will do their best to develop a budget that will maintain the current water rates. To begin the budget process, generally the first issues discussed are the capital projects and the cost of living adjustment for personnel. He is recommending a zero % increase for payroll and to minimize any major projects. He also stated that they would be looking to level fund the Operating and Maintenance Budget. He is looking at work on the water tanks over the next several years. He has obtained a preliminary report on the tanks and once he has reviewed it he will bring it forward to the Board. The Old Bass River and Hokum Rock Tank have needs due to rock scars and paint failure. In addition, he anticipates continuing with water main rehabilitation work which is generally material costs. There is currently more than \$200,000 available and there will not be a request for additional funds for FY 2011. There was a discussion on the anticipated deficit of water revenue due to the significant decrease in pumping. She said that the actual revenue deficit will not be known until the water readings are in and the commitment for the water billing is done in February. Mr. McDowell said he was hopeful that when it came time to review the revenues we might be able to lower the water rates.

Mr. Larkowski asked the Board if they would consider authorizing another year of water sampling for the Massachusetts Estuaries Project. Mr. McDowell provided a rationale as to why it was not appropriate and he would vote against it.

Ms. McMahan reviewed the differences between the adoption between Chapter 32, Section 18 and Section 18A. Essentially, Section 18 would require all Medicare eligible retirees to enroll in Medicare not matter when they retired. If Section 18 is adopted, the District is required to pay an annual 10% penalty for each year the employee was not enrolled. Section 18A would require retirees who become Medicare eligible to enroll in Medicare. The District does provide a medigap plan so that once the retiree enrolls in Medicare Part B they are able to participate in a

supplemental plan. Mr. McDowell reviewed a spreadsheet provided by the Treasurer of all the accrued benefits paid over the past couple of years to the Board of Water Commissioners.

Mr. McDowell requested a review of all the fringe and benefits provided to all Dennis Water District personnel. There was a discussion as to the detail the supports the Operating and Maintenance line item accounts.

NEW BUSINESS:

Reconsider conference expense for Board Members - Chairman Prue said that he would not be attending the Massachusetts Municipal Association Conference this year and felt that his lack of use of the funds would allow the District to cover Mr. McDowell's expenses to attend. Mr. McDowell felt that attending the conference was an excellent opportunity to communicate and network with other municipal officials and felt that it was a worthwhile expense for the District. On a motion made by Charles F. Crowell, and duly seconded, the Board **UNANIMOUSLY VOTED: to reconsider their previous vote of the last meeting concerning the reimbursements for Mr. McDowell's attendance at the MMA Conference. On a motion made by Charles F. Crowell, and duly seconded, the Board UNANIMOUSLY VOTED: to reimburse Mr. McDowell for his hotel accommodations at the MMA Conference in January.**

On a motion made Charles F. Crowell, and duly seconded, the Board UNANIMOUSLY VOTED: to adjourn at 7:46 PM.

Respectfully submitted,

Sheryl A McMahon, Treasurer