

DENNIS WATER DISTRICT

Board of Water Commissioners

Minutes of Meeting held

November 15, 2018

A meeting, having been duly posted, was held this date at the Dennis Police Station, 90 Bob Crowell Rd., S Dennis and called to order by Paul F. Prue, Chairman at 6:00 PM. Water Commissioners Peter L. McDowell and Alan Tuttle was present. Also in attendance were David Larkowski, Superintendent and Sheryl A McMahon, Treasurer.

The Pledge of Allegiance was recited.

Public Information - None

Updates on Water Tanks – West Dennis Tank and Route 134 Tank

Mr. Larkowski reported that the cellular carriers have removed their equipment off the old tank and the tank was drained. The demolition company is ready to mobilize to the site but, the weather has not been cooperative. They need at least a three-day stretch of good weather. He advised that there is more equipment on the new tank but much less cabling. He further advised that the exterior of the Rte. 134 Tank was done in 2007. To get more longevity out of the paint it is routinely power washed about every two years. This past year staining was coming through and some streaking because the paint is beginning to thin-out. The Superintendent hired an inspector to evaluate the tank and provide a report on the condition of the exterior. He believes it will need some power washing and power tooling and an entire coat of paint to extend the life of the paint. The Hokum Rock tank was done several years ago and was essentially the same project. The cost was about \$230,000. The square footage of the Rte. 134 tank is double. The Booster Station that was built in order to pump the six million gallons of water out of the tank and into the distribution system has never been used.

Dennis Police Station – Backflow Incident Review

Mr. Larkowski advised the Board of a backflow incident that happened at the Dennis Police Station. A feed line to the boiler system was left open. When the system heated up there was expansion and it backed up into the drinking water plumbing. A few years ago, there was a problem with a line of the heating system freezing so non-toxic antifreeze was added to the system. A by-pass was installed in the heating system but, it was never protected. The by-pass was not permitted, inspected or protected with its own device. The town cut off the bypass and installed a separate feed unit that is no longer connected to the building's plumbing. Mr. Larkowski is working with the town's facilities department and will be conducting inspections of all heated buildings to make sure there are no cross connections. All of the commercial buildings in town have had surveys conducted to identify possible cross connections.

The Superintendent brought to the Board's attention that, at least once every fall, customers call about air in their water or their toilet exploded. They have tracked it down to the winterizing of lawn irrigation systems with compressed air. Without proper closing of the household plumbing, the air enters the house pipes. In some cases, the water gets pushed back into the water main and ends up in a neighbor's house. Sometimes it is done incorrectly and air gets introduced either behind or in front of the backflow device. He will be sending a letter out to installers and lawn companies about this issue.

Superintendent's Report

Mr. Larkowski had distributed a rundown of pumping this year. He estimates that the yearly total will be 1.1 billion gallons. He included the past five years. The lowest was 2016 at 1.02 billion. 2015 was the highest at 1.17 billion. 2018 will be an average year. The District's permitted withdrawal is 1.189 billion.

Treasurer's Report

Water Billing Software & Bill Presentment – Ms. McMahon is working with the successor owner of the company that has supported the current water billing system to evaluate the programming, update some issues and then migrate the system to a web based platform and software version that will allow staff access to the water customer and billing system from anywhere. She also advised that she is working with Unibank and GlobeDirect for printing the water bills, online payments and bill presentment. The goal is to have the February water bills available for viewing by customers who use the Unibank online payment option. GlobeDirect coordinates the printing of water bills with Unibank so that eventually, customers will sign up for ebill and will be notified when a new bill has arrived and can be viewed.

District Website Upgrade to new web-based platform – The Treasurer advised the Board that she is in the process of working with the vendor to update the District's internet presence. The vendor is the same one that hosts the town's website. The new platform will allow more staff to be trained how to maintain and post items on the website so that she is not the only person capable of updating the website.

Announcement of Mass Municipal Association (MMA) Annual Conference – Ms. McMahon had distributed the MMA's annual meeting and tradeshow event that will take place in January. Mr. McDowell said that he is planning on attending so he will, as he has done in the past, have the Town register and pay for his registration and dinner events and the District will pay for the accommodations and parking.

Consider Adopting 2019 Meeting Schedule

Ms. McMahon provided a meeting schedule for the Board for 2019. The availability of the meeting room at the Police Station has been confirmed. She noted that for November and December the meetings will be held on the third Thursday as opposed to the regular meeting being held on the fourth Thursday of each month. It was noted that the regular May meeting was not on the schedule. She will update the schedule.

Minutes: August 23, September 5 & 24, 2018

On a motion made by Alan Tuttle, and duly seconded the Board **UNANIMOUSLY VOTED: to accept the minutes of August 23, 2018, subject to any technical or grammatical errors.**

On a motion made by Peter L. McDowell, and duly seconded the Board **UNANIMOUSLY VOTED: to accept the minutes of September 5, 2018, subject to any technical or grammatical errors.**

On a motion made by Peter L. McDowell, and duly seconded the Board **UNANIMOUSLY VOTED: to accept the minutes of September 24, 2018, subject to any technical or grammatical errors.**

Executive Session: In accordance with Mass. General Law Ch. 30A, Sec. 21(a) Reason #6: to discuss the purchase, exchange, lease or value of real estate for the purpose of watershed protection, the Chair having declared that an open meeting may have a detrimental effect on the negotiating position of the District a motion was made by Alan Tuttle and further that the meeting would not return to open session. The motion was seconded by Peter L. McDowell. The Chair then called for the roll call vote as follows:

Alan Tuttle – “Aye”

Peter L. McDowell – “Aye”

Paul F. Prue – “Aye”

Mr. McDowell immediately announced that he would not be participating in the Executive Session due to a conflict of interest and left the meeting room.

Open Session concluded at approximately 6:48 PM.

Respectfully submitted,

Sheryl A McMahon, Clerk