

DENNIS WATER DISTRICT

Board of Water Commissioners

Minutes of Meeting held

May 28, 2015

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

Public Comment -

Chair Prue announced that he and Mr. Crowell had attended the Massachusetts Water Works Association Annual Awards program in Gloucester Mass. to formally accept the 2015 Public Water System Award on behalf of the Dennis Water District. The award was given by the Department of Environmental Protection Drinking Water Program to the District in recognition of its outstanding performance and achievement in 2014. In addition, the District was recognized with a Governor's citation for its dedication to providing safe and abundant clean water and for its commitment to protecting this natural resource. Chairman Prue recognized the staff and management for being recognized as an outstanding water supplier in the state.

Customer Issues:

Leak Abatement Request: Account No. 06413 – Nathaniel Wixon Innovation School, 901 Route 134, South Dennis. Sandra Cashen, Facilities Superintendent and Larry Azer, Finance Director represented the Dennis Yarmouth Regional School District. Mr. Azer explained that there had been a leak in the irrigation pit used for the softball field at the Wixon School. The leak had gone undetected and when it was discovered it had not been reported by staff to a supervisor. This spring, the leak was found and repaired. The original bill was for 4,470,000 gallons at a cost of \$15,570. Ms. Cashen said that systems were now in place to monitor the meter readings underground leak after irrigation pit. Mr. McDowell pointed out that the Leak Abatement Policy applies to property owners and that the Regional School District is not the owner and the policy excludes lawn irrigation. Chairman Prue expressed his opinion that because it was the school district and was supported by taxpayers it was appropriate to consider it as a unique situation. On a motion made by Charles F. Crowell, and duly seconded, the Board ***VOTED 2-1-0: to grant an abatement of \$2,250 as a concession to the DY Regional School District.***

Leak Abatement Request: Account No. 09563 – Joanne R Whitney, 14 Norsemans Beach Rd, South Dennis. Mr. Larkowski explained that there apparently had been a break in the water service pipe in a crawl space after the meter. He advised that the leak was originally discovered by a passerby and the District responded by shutting off the water service. The owner stated in writing that the pipe was split which caused the leak. It had apparently been leaking for a quite some time. There was a consensus that the conditions in which the leak occurred did not meet the guidelines in the Board's Leak Abatement Policy. On a motion made by Charles F. Crowell, and duly seconded, the Board ***UNANIMOUSLY VOTED: to deny the Leak Abatement request submitted by Account No. 09563 – Joanne R Whitney, 14 Norsemans Beach Rd, South Dennis.***

Request for Reserve Fund Transfer

The Superintendent advised that the roof was damaged on the Booster Station on Route 134 as a result of the winter storms. Damage was not observed until most of the snow had finally melted. The work to re-shingle was approximately \$2,500 and an insurance claim was filed with Massachusetts Interlocal Insurance Association (MIIA). A check in the amount of \$1,500 has been received however, the District's property damage deductible is \$1,000. On a motion made by Peter L. McDowell, and duly seconded, the Board ***UNANIMOUSLY VOTED: to transfer \$1,000 from the Reserve Fund to cover the \$1,000 deductible for the roof repairs to the Booster Station.***

Updates:

Water Management Withdrawal Permit Renewal: Mr. Larkowski stated that every water supplier in Massachusetts is permitted for water withdrawal by the Department of Environmental Protection (DEP). The District has been continuing to operate under a 20 year permit which ended in 2010. The withdrawal permit process has been prolonged due to DEP's lack of progress in determining the criteria to use in determining the withdrawal limits. Currently, the District's withdrawal is 2.61 million gallons per day (MGD) or 1.189 billion gallons of water per year. In a 20-year period the swing in pumping can be approximately 20% between the lowest year and the highest year. The District filed for a new permit in 2010 and requested the same amount including the same incremental increase every five years that had been previously granted. Since then, DEP has done a water needs forecast. They have predicted a cut of 95 million gallons of water per year for the District. They have now established a baseline based on a five-year average from 2009 to 2013 average. Based on that logic, it is setting up the District to fail one-half of the time. The District recently hired Comprehensive Environmental Incorporated (CEI) as a consultant to assist on the permit approval. Data entries used in DEP's calculation were incorrect and with CEI's assistance they have been increased slightly but not appreciatively. In March, they moved the new permit to 2.97 MGD which equals a 105 million gallon per year reduction. Every town is having the same reduction issue with DEP. The state has taken five years to figure out how to undergo these permits. Now the District has 90 days to respond.

Barnstable County Water Utilities Association (BCWUA), with member water departments throughout the Cape, has met as a group and decided to hire an attorney to represent and work on behalf of the Association to respond to the DEP. The first initiative was to write a letter in support of the communities, request and explain the rational for granting the water suppliers an extension. Their attorney will act as a spokesman and provide support to the BCWUA. The towns have many questions regarding the science used in the reports to determine the withdrawals. If you take all the towns' current permitted withdrawal together it represents about 20% of the safe yield and it doesn't seem to make sense to reduce the permitted withdrawal. Mr. McDowell suggested contacting the Cape Cod Commission about obtaining data. Chairman Prue suggested getting in touch with area legislators. Mr. Larkowski said that this is what is being done by the BCRA. There is a possibility that there may be a time where the District may be asked to make a donation in support of BCRA efforts and even an attorney for the District if necessary.

Solar Net Metering Credit Revenue - \$17,590.30. The Superintendent advised that the first payment from the solar farm (net metering credits) had been received. He advised that he had several questions of how the payments were calculated and he and the Treasurer had met with the Town Accountant to review. Additional questions have been raised and he would be reporting more comprehensively at a future meeting.

AT&T – Consider request to extend lease, install additional equipment and removal of generator. In 2014, the District voters authorized extended leases for cellular antennae companies. In particular, AT&T has sought to amend the agreement to allow for extended terms of the contract. They also want to eliminate the additional generator and add another sector of antennas. Superintendent is working through the modifications to the contract lease as well as negotiating an additional condition that requires the carrier to remove their equipment temporarily, and at no cost to the District, when necessary for the repair and maintenance of the water tank. In 2001, when the West Dennis Tank was painted, they went on to lower poles, he wants to work it in that they absorb the cost of moving their equipment when maintenance needs to be done.

Consider Adopting Policy & Procedures for the Disposition of Surplus Supplies with an Estimated Net Value of Less than \$5,000.

The state's procurement regulations require that a governmental unit adopt policies and procedures for the disposition of surplus supplies with a net value less than \$5,000. The draft had been provided to the Board for the consideration. On a motion made by Peter L. McDowell, and duly seconded, the Board ***UNANIMOUSLY VOTED: to adopt the Policies and Procedures for the Disposition of Supplies with an Estimated Net Value of Less than \$5,000 as presented.***

Treasurer's Report

The Treasurer advised that work continues to drafting the District's policies and procedures. Submitted for the Board's initial review is a segment on the issuing of payments for Accounts Payable and for the preparation of the data file for the automated meter reading program. She advised that the development of the meter reading policies and procedures was timely as the District recently began a new meter reading and billing cycle.

Ms. McMahon advised that Joseph McGee of Sanders, Walsh and Eaton will be conducting the FY 2014 audit. She has forwarded the punch list of documents and anticipates that he will be on site for compliance and their due diligence review within the next week or so. She anticipates the draft financial statements to be available on or before July 1.

Minutes

On a motion made by Charles F. Crowell and duly seconded, the Board ***UNANIMOUSLY VOTED: to accept the minutes of March 26, 2015, as corrected.***

On a motion made by Peter L. McDowell, and duly seconded, ***the Board UNANIMOUSLY VOTED: to adjourn the meeting at approximately 7:04 PM.***

Respectfully submitted,

Sheryl A McMahon, Clerk