

DENNIS WATER DISTRICT

Board of Water Commissioners

Minutes of Meeting held

July 27, 2017

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

The Pledge of Allegiance was recited.

Public Information:

Mr. Larkowski wanted to discuss the news article regarding the water sampling that has done across the country in a report. They group had collected and compiled data for all water suppliers and created a website. At this site one can see any water supplier and see what contaminants have been detected. The point of the website is to see that, although there have been contaminants detected they may not be regulated and are therefore, not reported as violations. Mr. Larkowski wanted the audience to know is that we do report detections of regulated contaminants in our Consumer Confidence Reports. Some of the things tested for are naturally occurring contaminants. We do detect byproducts for chlorination and they are very low. We are required to chlorinate the water because we have an iron and manganese removal process. Mr. Larkowski said that everyone should feel confident in our water quality is good and that they can go on to our website and see the Consumer Confidence Report.

Consider Accepting Gift of Land from Peter J. Nyberg as authorized by Article 8 of the Annual District Meeting held April 25, 2017.

Mr. Larkowski advised that Mr. Nyberg is waiting to have is appraisal in hand before he signs the deed to gift a parcel of land to the District. As is common practice for the District, the gift by deed will have a confirmatory order of taking with the consent of the owner. Since there is a strict thirty-day statutory requirement for recording the taking once the Board has voted to do so, the Board agreed not to vote on the acceptance of the gift or the taking at this time.

Consider voting to authorize the Chairman to sign the Representation letter for the FY 2015 and FY 2016 audits.

Ms. McMahon explained that when she was preparing the minutes of the last meeting she realized that she had not provided the Board with the “representation letter” from the Water Commissioners to the auditing firm that states that, to the best of the Board’s knowledge, everything that would have a material impact on the District’s financial statements for FY 2015 and FY 2016 have been disclosed. She stated that previous Boards have voted to authorize the Chairman to sign on behalf of the Board. On a motion made by Peter L McDowell and duly seconded, the Board UNANIMOUSLY VOTED: to authorize the Chairman to sign the representation letters for FY 2015 and FY 2016.

Review and Updates to Personnel Code.

Mr. Tuttle said that the Personnel Cod is quiet lengthy and is deserving of review which has not been done in many years. He suggested that Ms. McMahon start with some of the things she is aware need

updating. He was concerned that the Code be updated so as not to have potential liability or unfunded mandates for the District. Ms. McMahon proposed to give the Board the revisions per section. When final revisions were made the Board adopted each section individually. Once the Board adopts the new revised Code, she and Mr. Larkowski will spend time over the course of several weeks reviewing with employees. Mr. McDowell asked for summaries of the most significant points. He was also interested in understanding the cost impacts of the benefits that are promised to employees. She did explain that vacation time is used or lost so there is no liability for unused. There is a reserve account for sick-leave buy back paid for terminated or retired employees. The account covers about two-thirds of the liability. Mr. McDowell requested that the sections revised be provided a week in advance of the meeting. Mr. Tuttle noted that in the case of relatively simple sections, the Board could do more than one at a meeting.

Discuss and consider the distribution of the Draft Mass. Estuaries Report for the Total Maximum Daily Limit for Nitrogen for Bass Hole (Chase Garden Creek).

Mr. Larkowski recapped the background of the SMAST TMDL reports. The project was originally supposed to only take several years. It has taken more than ten. The two reports that remain are Chase Garden Creek (with Barnstable Harbor aka Bass Hole) and Sesuit Harbor. He advised that the Bass Hole report is now in draft form for review. He noted that for several years there was the on-going concept that the District might assume legislative authority for sewerage. There was a contract with SMAST for these reports. He was aware that this current Board has different feelings towards that than the Board that originally undertook the studies. Mr. Larkowski did not want to accept or distribute the draft form until he had direction from the Board. He said the information was useful to someone in Dennis. He was of the understanding that the consultant under contract with the Town may want the information. If the Board does not want to pay for the report, he wanted to be honest with SMAST and advise them timely that we would not be accepting them. A spreadsheet provided showed that there is approximately \$62,447 due for the last two studies. The balance in the appropriation is approximately \$123,000. Mr. McDowell said that in 2009, the Board voted to withdraw its support for the legislation to become a sewer District and he would not support paying for these studies since the District is no longer involved in that effort. Ms. McMahon reminded the Board that the contract that had previously been renewed by the Board expired June 30, 2016. Ms. McMahon had made an inquiry with the Department of Revenue as to the legal appropriateness of “granting” the funds in the appropriation to the Town of Dennis and let them use it for their intended purpose. It would not be allowed. Mr. Tuttle suggested that it seems that the Town needs the reports they should pick up the tab for them. On a motion made by Peter McDowell, and duly second, the Board ***UNANIMOUSLY VOTED: not to accept the draft TMDL report on Bass Hole from SMAST and to close the wastewater study appropriate effective June 30, 2017.***

Superintendent's Report

The Superintendent advised that the new tank is now at 96' off the ground. The pedestal will go to 140 feet. The concrete crews will be done in about 2 weeks. The steel crews will be there after that and take about 6 weeks to construct the tank. They are on schedule.

He further reported that Eversource will be in the area of their power lines to mechanical mow and treat for vegetation. To assure the public that the applications are done as required, District personnel will escort the arborist while they are in the easement lines and make sure they stay in appropriate areas. They do have backpacks with the treatment chemicals that they target for specific species and areas.

Mr. Larkowski noted that Verizon is starting construction on a temporary cellular antennas on the old West Dennis Tank and then will move when construction is completed.

The Superintendent further advised that in August the District will be doing Lead and Copper samples. Everyone knows about Flint, MI. All water suppliers have been treating for this across the country by raising the pH so lead and copper do not leach into the potable water. The District does samples every three years of thirty sites. Results should be available in September.

Mr. Larkowski advised that he had just received a call that the new replacement dump truck would be delivered this day. The vote of the Board and at District Annual Meeting was to dispose of the truck by selling it directly to a buyer as the quoted trade-in value was considered too low at \$5,000. According to Chapter 30B, surplus equipment in excess of \$10,000 in value can be either. He described the sealed bid process. The District can conduct an auction. He believes the minimum value of the truck should be \$10,000. It could also be disposed of through an auction on-line as DPW has been very successful in doing this. Mr. Larkowski will investigate the options further and advised the Board.

Treasurer's Report

Ms. McMahon advised the Board that the newsletter has been completed and sent to the printer. The meter readings have all been entered and exception reports verifying that the data is correct. She anticipated that the water bill printing file will be sent the following day to the printer and that the bills should be in the mail on or about August 3rd with a due date of September 5.

Ms. McMahon stated that she was pleased to announce that the position of Administrative Assistant for Accounts Payable and Payroll has been filled. Mrs. Catherine Mullikin began training part-time last week and will begin full time on July 31.

Ms. McMahon said that she is in the process of making closing entries for the Fiscal Year End and anticipates having the uncertified "free cash" amount available at the next Board meeting.

Minutes: April 3 and June 1 and 22, 2017

On a motion made by Peter McDowell, and duly seconded, the Board ***UNANIMOUSLY VOTED: to accept the minutes of April 3, 2017.***

On a motion made by Peter McDowell, and duly seconded, the Board ***UNANIMOUSLY VOTED: to accept the minutes of June 1, 2017.***

On a motion made by Alan Tuttle, and duly seconded, the Board ***UNANIMOUSLY VOTED: to accept the minutes of June 22, 2017.***

ADJOURNMENT

On a motion made by Alan Tuttle, and duly seconded, the Board ***UNANIMOUSLY VOTED: to adjourn the meeting at 7:05 PM.***

Respectfully submitted,

Sheryl A McMahon, Clerk