

DENNIS WATER DISTRICT

Board of Water Commissioners

Minutes of Meeting held

June 2, 2011

(Due to a staffing shortage – the meeting was not cablecast or recorded.)

A meeting, having been duly posted, was held this date at the Dennis Police Station, 96 Bob Crowell Rd, S Dennis. The meeting was called to order by Paul F. Prue, Chairman at 6:03 PM. Also in attendance were Water Commissioners Charles F. Crowell and Peter L. McDowell. The following District officials were present:

David Larkowski, Superintendent
Sheryl A McMahon, Clerk & Treasurer

PUBLIC INFORMATION None

Mr. Larkowski reminded the audience of the District sponsored Household Hazardous Waste Collection Day to be held on Saturday June 4 from 9:00 until 1:00 at the Tony Kent Arena.

Mr. McDowell asked that a discussion regarding the development of wind energy for the District be placed on the agenda for the next Board meeting.

CUSTOMER ISSUES None

DISCUSS EMPLOYEE/RETIREE GROUP INSURANCE PLAN OFFERINGS

Mr. McDowell had requested that this item be placed on the agenda for discussion. Mr. McDowell reported that his questions had been answered by the Superintendent and Treasurer and that he had also made inquiries with various Town officials. Having found the responses satisfactory, he said he had nothing further regarding this agenda item.

RESERVE FUND TRANSFER REQUEST OF \$5,000 FOR TIRES ON 1999 10 WHEEL DUMP AND 2003 BACKHOE

Mr. Larkowski presented his reasons for requesting a transfer from the Reserve Fund to purchase tires that had not previously been anticipated. On a motion made by Peter L. McDowell, and duly seconded, the Board ***UNANIMOUSLY VOTED: to transfer the sum of \$5,000 from the FY 2011 Reserve Fund for the purchase of tires for a 10-wheel dump truck and the 2003 backhoe/loader.***

REVIEW AND AWARD BIDS FOR PURCHASE OF EMERGENCY POWER GENERATORS

Mr. Larkowski requested that the Board postpone their review of the bids received for the emergency power generators as he was not prepared at this time to make a recommendation. He reported that there were three bids received. However, he has discovered that the bidders have not necessarily submitted their proposals in accordance with the specifications and is making an assessment as to their compatibility and keeping within the scope of the minimum requirements.

The Commissioners agreed to wait until the next regularly scheduled meeting for the Superintendent's recommendation.

CONSIDER BOARD OF HEALTH REQUEST TO ONCE AGAIN HELP FUND THE FALL HHWC

Prior to the meeting, the Commissioners had received a copy a letter from the Town of Dennis Board of Health asking if the District would be willing to provide financial assistance in the Town-sponsored Household Hazardous Waste Collection Day on September 3 in order to extend the hours. Apparently, the Town's budget has only provided for one and a half hours of collection. Ms. McMahon advised that the District's budget for FY 2012 could not accommodate the Town's request. It was noted that when the Board approved the District's financial participation in the Town's collection last year, it was clearly stated it was for one time only. On a motion made by Peter L. McDowell, and duly seconded, the Board ***UNANIMOUSLY VOTED: to advise the Board of Health that there were insufficient available funds in the District's appropriation to accommodate their request for financial assistance to extend the hours for the Town's Household Hazardous Waste Collection Day.*** Mr. Larkowski said he would notify the Health Director.

UPDATE ON THE DROUGHT MANAGEMENT PLAN

Mr. Larkowski provided the Commissioners with an update on the progress of the District's draft Drought Management Plan (Plan). The Plan is also part of the District's Emergency Response Plan. The Plan is also intended to try and curb customer's appetite for water during drought conditions. A color scheme representing the status of drought conditions is being considered. Mr. Larkowski was seeking preliminary approval of the Plan by the Board at this meeting. He advised that he is still working on the District water permit renewal. The draft recognizes past history, how conditions will be forecast and the various steps for implementing voluntary and then mandatory restrictions. The Plan outlines the increasing watering limitations based on the severity and length of drought conditions. Mr. Larkowski reported that Barnstable County Water Utilities Association is focused on using the Plan developed by Dennis Water District for approval under the Department of Environmental Protection (DEP). On a motion made by Charles F. Crowell, and duly seconded, the Board ***UNANIMOUSLY VOTED: to approve the Drought Management Plan in its current draft version as a preliminary step towards state review and final approval at a future date.*** He anticipates that the Plan, as reviewed by DEP, will be finalized within the next six to nine months.

REVIEW DRAFT CAPITAL IMPROVEMENT PLAN

The Superintendent reviewed a draft of a Capital Improvement Plan (CIP) for the District. Kristin Berger, PE with Comprehensive Environmental, Inc. has been providing professional expertise in the development of the CIP. The consulting services are being paid through a \$7,500 State grant. The CIP will provide an assessment of the overall system and make recommendations as to the need for investment in various capital items such as wells, tanks and other infrastructure of the production, treatment and distribution systems. One of the motivations for the grant funding by the State is to identify the magnitude of how much money will be needed to fund major water infrastructure across the state. DEP is interested in an evaluation of our

system and how the District proposes to respond to the needs identified and how will future financing be structured. It was noted that the Commissioners, based on recommendations of the Superintendent and consulting engineers, have anticipated future capital expenditures and have established appropriations early on in order to avoid borrowing. An example of this is the construction of the Hokum Rock tank. It took several consecutive years of appropriations, inter-fund borrowing from the District's Stabilization account for cash flow during construction and good project coordination to avoid the need to borrow for that project.

On a motion made by Peter L. McDowell, and duly seconded, the Board ***UNANIMOUSLY VOTED: to adjourn the meeting at 6:38 PM.***

Respectfully submitted,

Sheryl A McMahon, Clerk