

DENNIS WATER DISTRICT

Board of Water Commissioners

Minutes of Meeting held

November 29, 2012

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 6:00 PM. Also in attendance were Charles F. Crowell and Peter L. McDowell and the following District official:

Sheryl A McMahon, Clerk & Treasurer

David Larkowski, Superintendent

PUBLIC INFORMATION & COMMENT

Chairman Prue announced that the Massachusetts Water Works Association has awarded the Annual 2012 Water Works Pride Award to the Old Bass River Tank Maintenance Crew of the Dennis Water District. This award recognizes water works personnel that give that extra measure to make their department better. The crew was nominated; not only for their exemplary work on this project but for their dedication to the District every day.

Chairman Prue then read the following statement:

I would like to congratulate the District staff for also receiving this year's Utility of the Year Award from the New England Water Works Association. The award recognizes a utility that has made significant improvement to its infrastructure, customer service, staff training and operations to further protect the safety of its water supplies and the public health of its consumers. Over the years, the District has utilized its own staff and equipment to construct a number of extensive water system improvement projects. This self-performing approach has developed an exceptional esprit de corps among the staff and a sense of achievement, teamwork, pride in workmanship and a commitment to the District's water system and the profession as a whole. Such projects have included the construction of new transmission mains for the two treatment plants, lagoons, surge-relief valve vaults, modifications to chemical feed facilities, pumping stations as well as the cleaning and painting the interior and exterior of the 1.35 million gallon water storage tank on Old Bass River Road. Most recently, the District staff completed the installation of approximately 5,000 feet of transmission main on Depot Road.

It must be pointed out that these special projects are undertaken and completed while the staff continues to perform normal operations and maintenance of the water system. All of the District staff is to be congratulated for their outstanding work, dedication and pride in this water department.

Commissioners Crowell and McDowell echoed the appreciation and congratulations sentiments expressed by

UPDATE ON TRANSMISSION MAIN PROJECTS

Mr. Larkowski advised the Board that the installation of approximately 5,000 feet of 12" transmission main on Depot Road has been completed. The project went very well and the final water quality tests are being completed. The project was within budget and completed ahead of the anticipated schedule.

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There was some savings because the project went much faster than anticipated. \$450,000 was originally appropriated. Attorney Perrino is working on title research on land of owner's unknown and potential easements that will be necessary. Easements in the area of Center Street will be necessary. He anticipated requesting additional funds to continue the project. Mr. McDowell asked if there will be an additional supplemental for when the Route 28 bridge is under construction. Mr. Larkowski explained that having the Depot Road project completed provides assurance that Dennisport will have water if the bridges were to be lost to severe weather or disaster as the new transmission main is underground.

NEXTEL TO TERMINATE LEASE ON TANK

The Superintendent advised the Board that he has received formal written notification from Sprint/Nextel that they will be terminating the leasing of space for cellular antenna and equipment from the Old Bass River Tank as of December 31, 2012. The original lease was signed in 1999. As a result of Sprint and Nextel merging, they have excess equipment in the area. It will result in a loss of rental income of \$41,000 from Nextel for FY 2014. \$383,000 was received from the carrier over the life of the lease to date.

AT & T PLANNED UPGRADES TO EQUIPMENT ON WATER TANK.

Mr. Larkowski advised the Board that AT & T is planning to upgrade its existing equipment installation on the Hokum Rock Road Tank. The company has two facilities; one on the West Dennis Tank and the other on Hokum Rock Road Tank. The equipment is to increase speed to 4G. They have applied for the necessary local permits. During the Planning Board review, a neighbor to the Hokum Rock Tank wanted to know if these types of facilities were safe. He was objecting to the equipment upgrades claiming that any possible adverse health impacts have not been reviewed by the District. In response to the safety issue raised, Mr. Larkowski provided the Board with a publication by the Federal Communications Commission entitled, "A Local Government Official's Guide to Transmitting Antenna RF Emission Safety: Rules, Procedures, and Practical Guidance" (June 2, 2000). Mr. Larkowski also provided a report entitled Maximum Permissible Exposure Study prepared for AT & T. The new installation meets the requirements and there does not appear to be any need for concern.

There is a safety check list which, when applied to the sites installed on any of the District's tank, it is determined by the Federal Communications Commission, that they are categorically exempted as not being a risk to health. He described a graph that indicates that all of the District's sites are well within the safety limits. Even at 535 feet, the highest point of exposure, it is one tenth of one percent of the level that the FCC has deemed safe. Mr. Larkowski reiterated that all of the installations on District water tanks are deemed safe in accordance with FCC guidelines. He felt that the Water Commissioners needed to be informed. Mr. McDowell pointed out that this was a similar issue raised when PAVE PAWS was installed. There had been a very extensive study in terms of the cancer risks associated with the PAVE PAWS electromagnetic fields.

WATER MAIN AS-BUILT PRESERVATION/MANAGEMENT FEASIBILITY STUDY

Mr. Larkowski reviewed the scope of the Water Main As-Built Preservation/Management Feasibility Study. He explained that as-builts are a drawing of the water mains, gates and hydrants which are paper records. There is a vulnerability having all of the documents only in paper as the older ones are fading

and the paper is deteriorating. The report reviewed what the District had as records and how best to digitize the records and then utilizing them electronically. We do have a schematic in AutoCad of the distribution system. AutoCad[®] is basically a drafting program. It does not have detail or data attached to the graphics. The recommendation is to utilize a Geographic Information System (GIS) system to integrate the drawings with the data. The report by the consultants, Comprehensive Environmental, Inc. (CEI) recommends the District purchase the ArcView[®] software and then scan the drawings and then attach the data. The idea is to be able to locate the water main on a map, click on the main, valve or hydrant and retrieve the as-built drawing. The consultant also evaluated the AutoCad[®] maps maintained by the District. They recommended that the District's AutoCad[®] drawing be overlaid with the Mass State Coordinate map. They found that it was doable but, there were areas that did not line up optimally and will require additional work to assure their accuracy. CEI has estimated the conversion would be approximately \$9,000. Installation and training was estimated at \$1,000. A total of \$15,000 would have the map converted and be ready for the next phase and which would be to attach the individual water service accounts to the map as well. A preliminary review indicates that out-sourcing the scanning is more cost effective than doing it in-house and having to purchase a high-speed scanner. Once all of the documents are scanned, they have to be attached to a point on the ArcView[®] map. Another goal is to have the system available on a ToughBook[®] or a laptop so that workers in the field will have access to the as-builts on-site. He estimated the cost at \$25,000 to bring the entire project to realization. He also mentioned there was the possibility of applying for additional grant funds for furthering the project.

MINUTES:

On a motion made by Charles F. Crowell, and duly seconded, the Board ***UNANIMOUSLY VOTED: to accept the minutes of February 9, 2012 as presented:***

On a motion made by Peter L. McDowell, and duly seconded, the Board ***UNANIMOUSLY VOTED: to approve and release the Executive Session minutes of February 9, 2012.***
Peter L McDowell approved and released.

Mr. McDowell requested that all previous Executive Session minutes be reviewed and action taken to have those that are no longer necessary to be kept confidential to be released.

On a motion made Charles F. Crowell, and duly seconded, the Board ***UNANIMOUSLY VOTED: to adjourn the meeting at 6:51 M.***

Respectfully submitted,

Sheryl A McMahon, Clerk