

BFD BOARD OF WATER COMMISSIONERS MEETING MINUTES

January 3, 2017 AT THE WATER DEPARTMENT OFFICE.

PRESENT WERE: Board of Water Commissioners: Chairman David Jones, Commissioner Bassett, and Commissioner Stephen Whitmore. Also present: Superintendent Thomas Rooney.

- Meeting called to order at 2:32 P.M.
- Warrants and payrolls signed.
- Collectors End of Month Report reviewed and signed
- Superintendent's Projects Report reviewed

District Solar Panel Update

Superintendent Rooney reported that the District had received a payment in the amount of \$2, 840.00, and the District received a bill for \$900.00. Mr. Rooney reminded the Board that the property tax issue has not been resolved. Chairman Jones asked Mr. Rooney to contact the District's attorney to inquire about the issue. Mr. Rooney informed Chairman Jones that he would do so.

Optional Meter Policy

Superintendent Rooney informed the Board that he had contacted the Town of Barnstable Plumbing Inspector to discuss the optional meter policy because the optional meter is installed on the building or resident owner's plumbing. The Plumbing Inspector stated that he would not have a problem with the Water Department changing an optional meter, but there may be a liability issue should damage occur. The Plumbing Inspector went on to say that a new optional meter installation would be covered by the Plumbing Permit issued to the plumber for the alteration plumbing need to allow for the second meter connection.

Superintendent Rooney informed the Board that he would recommend against a program to change optional meters unless the meter stopped working. He advised the Board that the District's By-Laws states, "...replacement of the separate meter shall coincide with the Water Department's maintenance and replacement schedule, and shall be charged to the owner in accordance with rate established from time to time by the Commissioners." Mr. Rooney went on to remind those present that should the optional meter stop working then the optional meter is replaced by the Water Department at the customer's expense. Chairman Jones stated that he agreed with the current policy because the optional meter is for the customer's benefit, not the Water Department's benefit. The consensus of the Board was that optional water meters should be replaced at the customer's request and at the customer's expense.

FY-18 Draft Budget

Superintendent Rooney informed the Board that he had increased the budget line item for Servicepersons to accommodate the new hire.

Service Person 1 Position

Chairman Jones asked Superintendent Rooney to discuss the progress of the hiring process. Mr. Rooney explained the qualifications of the respondents, to the advertised vacancy, to the Board.

Chairman Jones asked Commissioners Bassett and Whitmore if they could make themselves available to interview candidates on Tuesday January 10, 2017. Commissioner Bassett and Commissioner Whitmore answered that they would. Interview times were arranged.

Chairman Jones reminded the Board that the Superintendent would not be available for two weeks in January. Commissioner Bassett asked the Superintendent if the new person would begin their employment during Mr. Rooney's absence. Mr. Rooney responded that would not. Chairman Jones stated that the person hired would need to give their current employer a two week notice.

Superintendent Rooney asked the Board for clarification on the issue of distance of residence from the Water Department for new hires. Mr. Rooney reminded the Board that the past policy was that persons hired must live within the boundaries of the District. Commissioner Whitmore stated that he felt the issue should be at the discretion of the Superintendent.

District Policies and By-Laws

Superintendent Rooney informed the Board that the By-law issue had been resolved. The Board agreed to table any further discussion on By-Laws.

Annual Report

Superintendent Rooney informed the Board that he as working on the Water Department's section of the District's Annual Report.

Other items not reasonably anticipated by the Board

Superintendent Rooney reviewed the details of a new panel viewer that was installed as part of the scada upgrade previously approved by the Board. Mr. Rooney explained that the newly installed panel viewer would allow for the operation of the pumping stations in the event of a main computer failure.

Chairman Jones reminded the Board that the Prudential Committee would be discussing a Water Department personnel issue regarding insurance coverage at their January 10, 2017 meeting.

Deputy Fire Chief Burke addressed the Board of Water Commissioners to discuss the Village at Barnstable project. Senior Operator Ronal Tivey joined the discussion. Mr. Burke showed the preliminary plans for the project to those present.

The Board asked Senior Operator Tivey to discuss his progress in assuming the duties of his new position. The Board discussed Mr. Tivey's operation of the Department during the Superintendent's absence later in the month. The Board also discussed the plan for orienting the next person hired to fill the position of Serviceperson 1. Commissioner Bassett asked Senior Operator Tivey to explain the progress of training the Serviceperson 2. Mr. Tivey described the tasks being performed by the Serviceperson 2, and the progress of his training.

There being no further business, Chairman Jones asked for a motion to adjourn the meeting. Commissioner Whitmore **motioned** to adjourn the meeting, **seconded** by Commissioner Bassett. The **motion passed unanimously.** The meeting adjourned at 3:54 p.m.

Respectfully Submitted,
Thomas Rooney