

**MEETING OF THE ORLEANS
BOARD OF WATER/SEWER COMMISSIONERS
August 17, 2011**

K. Devlin, AS

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A meeting of the Board of Water and Sewer Commissioners was held Wednesday, August 17, 2011 in the Nauset Room, Town Hall:

Those present were Leonard Short, Kenneth McKusick, Ann Hodgkinson, Robert Rich and Judith Bruce of the Board, associate members Kenneth Rowell and Joseph Cardito, Susan Brown and Todd Bunzick of the Water Department.

Robert Rich called the Board of Water and Sewer Commissioners meeting to order at 1:30 p.m.

MINUTES

On a motion by Leonard Short seconded by Judith Bruce the Board voted to approve the minutes of the meeting of July 20, 2011 as written. The vote by the Board was 5-0-0.

On a motion by Leonard Short seconded by Kenneth McKusick the Board voted to approve the minutes of the meeting of July 27, 2011 as written. The vote by the Board was 5-0-0.

WATER DEPARTMENT REPORT

MEMBRANE REPLACEMENT

The membranes for rack #2 are scheduled for delivery the week of September 5th with the installation schedule for the week of the 12th.

FINANCIALS

The Board was provided with the financial forecast for the first half of FY2012. The August 2011 billing was approximately \$125,000.00 less than anticipated.

The Board asked to be provided with an electronic copy of the spreadsheet in order that they could view at home changes to the forecast utilizing various annual rate increases.

The Board also requested that the forecast be brought to their next regularly scheduled meeting for discussion utilizing an annual rate increase of 3.5%.

GENERATOR WELL 2 & 8

The anticipated completion date for the new generator for wells 2 & 8 is December 8, 2011.

OLD BUSINESS

MASTER PLAN

The February 1999 Master Plan's table of contents was provided to the Board as requested. The Water Department is seeking the Board's assistance with creating a scope of work for an RFP to update the master plan. The Water Department would like to focus on capital improvements and asset management.

The Board will use the table of contents provided as a starting point. Each member was encouraged to provide their comments prior to the next regular meeting.

PV SYSTEM LOI

Town Counsel has reviewed and commented on the proposed letter of intent for the proposed photovoltaic system's using town owned lands. The Board of Selectmen will be asked to authorize John Kelly to execute the LOI at their meeting August 17, 2011. Kenneth Rowell will represent the Board at that meeting.

NEW BUSINESS

ABATEMENT REQUEST, 55 OLD COLONY WAY E4

The Board was presented with a request for abatement for a water meter monitor from Chris Johnson of 55 Old Colony Way Unit E4.

A motion was made by Kenneth McKusick seconded by Leonard Short to abate \$75.60 from added billing 2010-67. The vote by the Board was 5-0-0.

ANNOUNCEMENT

"Celebrate Our Waters" tour of the water treatment plant is scheduled for Saturday September 24, 2011 from 10:00 – 12:00.

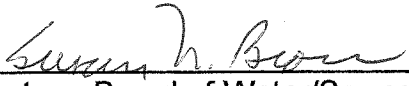
ADJOURNMENT

At 2:31 p.m., a motion was made by Leonard Short and seconded by Kenneth McKusick to adjourn the meeting. The vote by the Board was 5-0-0.

LIST OF DOCUMENTS USED

1. Minutes July 20, 2011 and July 27, 2011
2. February 1999 Master Plan table of contents
3. John Jannell email August 11, 2011 regarding CVEC LOI
4. Memorandum to John Kelly from John Jannell July 22, 2011, CVEC RFP Opportunity
5. Draft CVEC LOI
6. Michael Ford email August 10, 2011 regarding comments to CVEC LOI
7. CVEC procurement timeline
8. Abatement request, Chris Johnson – Added Billing 2010-67
9. Draft Lease Agreement for Tank I site (OpenCape)

The next regular meeting is scheduled for September 7, 2011 at 1:30 p.m.



Secretary, Board of Water/Sewer Commissioners