

ORLEANS TOWN CLERK
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**MEETING OF THE ORLEANS
BOARD OF WATER/SEWER COMMISSIONERS
NOVEMBER 30, 2011**

A meeting of the Board of Water and Sewer Commissioners was held Wednesday, November 30, 2011 in the Nauset Room, Town Hall:

Those present were Robert Rich, Leonard Short, Kenneth McKusick, Kenneth Rowell and Judith Bruce of the Board, associate members Joseph Cardito and John Meyer, 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 Kenneth McKusick seconded by Judith Bruce the Board voted to approve the minutes of the meeting of October 19, 2011 as written. The vote by the Board was 5-0-0.

WATER DEPARTMENT REPORT

WELL #1

The motor was replaced and the pump reinstalled at well #1 but the well failed to start. The new motor was proved not to be the problem but rather the VFD which was sent out for adjustment. The well is now operational and will be placed back in service after obtaining two samples free of Total Coliform.

OLD BUSINESS

EASTHAM

The Town of Eastham has scheduled public hearings to discuss plans for a public water supply. The Board wishes to make sure the Town of Eastham is aware that the Town of Orleans Water Department is still interested in providing up to .5 MGD at a competitive wholesale price.

Susan Brown will place Robert Rich's draft letter to the Eastham Board of Selectmen on department letterhead and contact Robert Rich when it is available for signature. Copies will be sent to the Orleans Town Administrator, Orleans Board of Selectmen, Eastham Town Administrator and the Eastham Water Management Committee.

WATER DEPARTMENT RULES AND REGULATIONS

The Board was provided as requested the Water Department Rules and Regulations for their review. The regulations were last updated May 2007.

Joseph Cardito and John Meyer will review the regulations and bring proposed

amendments to the Board for approval.

NEW BUSINESS

COMMITMENTS / ABATEMENTS/ REFUNDS

A motion was made by Kenneth McKusick seconded by Joseph Cardito to commit for the month of September 2011 to rate \$77.81, to services \$840.00, to usage \$0.00, to installations \$240.00 and to added billing \$647.81. The vote by the Board was 5-0-0.

21 BOG HOLLOW ROAD

The Board received a request for a waiver of interest and an abatement for a large water bill received after the discovery of a leak between a meter pit and house.

The Board was informed that the leak probably began prior to the February 2011 billing and continued to the August 2011 billing. A letter was sent January 21, 2011 informing the owners that there had been a large increase in usage though the customer request dated October 14, 2011 only references a letter dated July 28, 2011.

A motion was made by Kenneth McKusick seconded by Kenneth Rowell to apply the average usual rate for the property to the February 2011 water bill and abate \$50.73 rather than applying the usual rate to both the February and August 2011 water bills with an abatement of \$221.39 citing that too much time had elapsed since informing them of a potential problem. The vote by the Board was 5-0-0.

ANNUAL TOWN REPORT

The Water Department is looking for input from the Board as to content they wish to see in the Department's section of the Annual Town Report. Board members are to submit suggestions to Susan Brown prior to the December 21st meeting of the Board.

ANNUAL BUDGET

The proposed FY2013 budget was given to the Board for their review and comments. Todd Bunzick and Susan Brown are scheduled to meet with the Town Administrator for budget review December 9, 2011. The Board indicated that they did not wish to see the water main improvement section of the budget postponed for building maintenance projects. They would like to see both projects remain in the budget. The Board was informed that the amount was removed in order to meet budget guidelines set by the Board of Selectmen but would make their request known to the Town Administrator during budget review.

ADJOURNMENT

At 3:03 p.m., a motion was made by Leonard Short and seconded by Judith Bruce to adjourn the meeting. The vote by the Board was 5-0-0.

LIST OF DOCUMENTS USED

1. Minutes October 19, 2011
2. Wright Pierce February 24, 2011 report on wholesale pricing for potential sale of water to Eastham.
3. Chapter 196, Water Department Rules & Regulations from the Code of Orleans
4. Abatement request form November 30, 2011
5. Commitments October 2011
6. 2011 Annual Town report instructions from Liana Surdut November 21, 2011
7. 2010 Water Department Annual Town report submission
8. Proposed FY2013 Water Department budget

The next regular meeting is scheduled for December 21, 2011 at 1:30 p.m.

Secretary, Board of Water/Sewer Commissioners