

C. Mary

**MEETING OF THE ORLEANS
BOARD OF WATER/SEWER COMMISSIONERS
SEPTEMBER 5, 2012**

A meeting of the Board of Water and Sewer Commissioners was held Wednesday, September 5, 2012 in the Nauset Room, Town Hall:

Those present were Robert Rich, Judith Bruce, and Kenneth McKusick, of the Board, associate member Joseph Cardito, Gwen Holden Kelly, Finance Committee liaison and Susan Brown and Todd Bunzick of the Water Department. Absent were Kenneth Rowell and Leonard Short of the Board, associate member John Meyer and Selectmen liaison, Sims McGrath.

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

165 MAIN STREET

Thomas Jablonski came before the Board to request a one-time adjustment to his 8/1/2012 water bill totaling \$1,644.46. He informed the Board that there had been a leak in a private line to a garden that went unnoticed by the tenant for quite some time. He is looking to sell the property because he can no longer afford to maintain it but is trying to hold off long enough for the tenant's children to graduate from school.

A motion was made by Judith Bruce seconded by Kenneth McKusick to calculate the usage at the lowest rate and to offer an interest free payment agreement. The vote by the Board was 4-0-0

MINUTES

On a motion by Kenneth McKusick seconded by Judith Bruce the Board voted to approve the minutes of the meeting of August 15, 2012 as amended. The vote by the Board was 4-0-0.

WATER DEPARTMENT REPORT

TANK #2 PAINTING AND REHABILITATION

The tank painting press release was published by the Cape Cod Times on Monday August 20, 2012 page A3. The water department only received one discolored water complaint from Main Street.

Two change orders have been proposed. The first is for mounting brackets for antennae re-installations and the second is to either repair or remove the inner paint rail.

OLD BUSINESS

FINANCIAL FORECAST SPREADSHEET

The Board was presented with the FY13 1ST Half Financial Forecast Report with the

requested changes to separate salaries from the budget and to add a billable gallons column.

NEW BUSINESS

COMMITMENTS/ABATEMENTS/REFUNDS

A motion was made by Kenneth McKusick seconded by Joseph Cardito to commit for the month of August 2012 to rate \$909,281.75, to services \$1,440.00, to usage \$0.00, to installations \$80.00 and to added billing \$426.03. The vote by the Board was 4-0-0.

31 LOVELL LANE

The owners at 31 Lovell Lane have two water services the first for domestic water and the second for irrigation. They have had the water shut off to the irrigation system; the meter removed and has requested that the service be placed on standby effective with the 8/1/2012 water billing.

A motion was made by Kenneth McKusick seconded by Judith Bruce to place account #2475 at 31 Lovell Lane on standby effective 8/1/2012 and abate \$79.17. The vote by the Board was 4-0-0.

GFM ENTERPRISES

Greg Morris of GFM Enterprises requested to be added to the Orleans Water Department's approved contractor's list.

A motion was made by Judith Bruce seconded by Kenneth McKusick to approve adding GFM Enterprises to the approved contractor's list contingent upon a meeting with and approval by the Water Superintendent. The vote by the Board was 4-0-0.

RFP STRATEGIC PLANNING/ASSET & FACILITIES MANAGEMENT

The Board was presented with a draft copy of the proposed RFP for an asset management plan for the Orleans Water Department. The Board agreed that they would like to see more detail in the scope of services and would like to add a pre-award presentation and interview for the evaluation committee as well as an additional presentation added to the scope for an initial asset condition assessment. The Board will review and discuss at their next regular meeting.

ANNOUNCEMENTS

Kenneth McKusick mentioned the Planning Board's work to examine pollution of water from sources such as fertilizers.

ADJOURNMENT

At 2:46 p.m., a motion was made by Kenneth McKusick and seconded by Judith Bruce to adjourn the meeting. The vote by the Board was 4-0-0.

LIST OF DOCUMENTS USED

1. August 3, 2012 letter from Thomas Jablonski
2. July 24, 2012 letter to Thomas Jablonski
3. Financial Forecast Spreadsheet 1st Half 2013
4. Draft Minutes August 15, 2012
5. August 20 2012 letter from Monique Villars
6. Abatement dated September 5, 2012 for \$73.58
7. Abatement dated September 5, 2012 for \$79.17
8. Refund dated September 5, 2012 for \$1,419.87
9. Commitments August 2012

The next regular meeting is scheduled for September 19, 2012 at 1:30 p.m.

Secretary, Board of Water/Sewer Commissioners