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

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

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

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

**WASTEWATER MANAGEMENT**

George Meservey came before the Board to give an overview of the CWMP and a presentation on the proposed "Downtown Concept".

The CWMP has been approved by Town Meeting vote, endorsed by the Cape Cod Commission and is embedded in the Orleans Charter for long range planning. Draft table of contents for sewer regulations are included in the appendix of the CWMP.

Amount of future growth in sewer areas would be controlled by sewer regulations whereas areas with septic systems are controlled by Health regulations.

The Board was provided with copies of both the "Technical Review of the Massachusetts Estuary Project Nauset Harbor Embayment System Report for the Town of Orleans" dated November 27, 2012 and the "Technical Memorandum Massachusetts Estuaries Project" dated December 4, 2012

**A motion was made by Leonard Short seconded by John Meyer to recommend to the Board of Selectmen that monies should be allocated for continued or additional Namskaket Marsh monitoring rather than additional wastewater studies. The Vote by the Board was 5-0-0.**

**MINUTES**

**On a motion by Kenneth McKusick seconded by Leonard Short the Board voted to approve the minutes of the meeting of November 7, 2012 as written. The vote by the Board was 4-0-1 with Kenneth Rowell abstaining as he was not present for the meeting.**

**WATER DEPARTMENT REPORT**

**TANK #2 PAINTING AND REHABILITATION**

Began filling the tank 12/6/12 and will stop at approximately 15-18 ft and hold for 2-3 days before driving to overflow. Two bacteria samples 24 hours apart and a VOC sample will be required before putting the tank back online.

#### WELL #4

The Board was provided with a report from Maher Services regarding the Pantomite cleaning. In summary Maher Services indicated a 4.7% increase in specific capacity for the well.

#### MAINTENANCE PROGRAMS

The doors at well's 1, 2 & 3 have all been replaced from the originals from 1963. Annual gate valve turning has been completed.

#### OLD BUSINESS

##### BOWSC ACTION ITEM LIST

No changes to the action item list at this time.

##### ASSET MANAGEMENT SOFTWARE

A Community Innovation Challenge Grant prepared by Haley and Ward for the Water Department was submitted November 29, 2012 requesting \$68,026.00 for asset management software, integration and hardware. Notification of award will be made in January 2013.

#### NEW BUSINESS

##### COMMITMENTS/ABATEMENTS/REFUNDS

**A motion was made by Kenneth McKusick seconded by Joseph Cardito to commit for the month of November 2012 to rate \$0.00, to services \$1,400.00, to usage \$0.00, to installations \$1,891.91 and to added billing \$1,058.37. The vote by the Board was 5-0-0.**

Kevin Galligan requested an abatement of the \$10.00 demand fee imposed on his five rental properties.

**A motion was made by Leonard Short seconded by Joseph Cardito to deny the request because there were no extenuating circumstances indicated in the request. The vote by the Board was 5-0-0.**

Lower Cape Outreach, representing account #2304 requested an abatement of interest and penalties so that the extra money could be used to help more people.

**A motion was made by Leonard Short seconded by Kenneth Rowell to approve the request and abate \$113.58 from account #2304. The vote by the Board was 5-0-0.**

#### ADJOURNMENT

**At 3:22 p.m., a motion was made by Joseph Cardito and seconded by Leonard Short to adjourn the meeting. The vote by the Board was 5-0-0.**

## LIST OF DOCUMENTS USED

1. Draft Minutes November 7, 2012
2. RPS ASA "Technical Review of the Massachusetts Estuary Project Nauset Harbor Embayment System report for the Town of Orleans".
3. SMAST "Technical Memorandum Massachusetts estuaries Project"
4. Maher Services report November 29, 2012 re: pantonite Well #4
5. Community Innovation Challenge Grant Application for Town of Orleans Water Department in the amount of \$68,026.00
6. Commitments November 2012
7. November 27, 2012 letter from Kevin Galligan
8. December 4, 2013 email from Joan Barnard of Lower Cape Outreach

The next regular meeting is scheduled for January 2, 2013 at 1:30 p.m.

Secretary, Board of Water/Sewer Commissioners