

**Onset Fire District
Board of Water Commissioners
15 Sand Pond Road PO BOX 171
Onset, Massachusetts 02558
508-295-0603
onsetfiredistrict.comcastbiz.net**

Meeting Date: October 9, 2019 @ 5:00PM

Location: 15 Sand Pond Road, Onset, MA

Meeting posted by Ken Fontes, Acting Chairman October 3, 2019

Listing of Topics:

1. Open Meeting (Chair) with Pledge of Allegiance

Ken Fontes opens the meeting at 5:07PM with the Pledge of Allegiance

2. Roll Call by Acting Clerk Ben Hughes

Present are: Acting Chairman Ken Fontes, Acting Clerk Ben Hughes, Melissa Goodell
Recording Secretary, Attorney David Gay, Sean Osborne, David Rich

3. Citizen's Participation

There is none

4. Approval of Minutes

There is none

5. Discuss Meeting with Wareham Board of Water Commissioners

No Discussion

6. OSD Engineering, Sean Osborne, discussion about and possible interview with candidate for tempoary operator

Sean Osborne introduces David Rich who is retired. He has previous experience working in a Water Department, Water District and a private water company.

Ben Hughes asks if David Rich has experience in a Fire District. David Rich states he worked for the Mashpee Water District and has all necessary licenses to oversee the operations of the Onset Water Department.

Ken Fontes asks what licenses David Rich has. He states he has certified drinking water operator 3, and treatment 2.

Ken Fontes asks what hours David Rich would be working if hired. Sean Osborne states two days a week, four hours on Tuesdays and four hours on Thursdays.

David Rich states he is not interested in full time hours.

Sean Osborne states the state should approve a temporary part time superintendent.

Ken Fontes asks David Rich what would be the maximum available hours. He states he does not want to get into a scheduled third day but would be available in an emergency,

and would be available by phone anytime.

David will be a vendor not employee and needs to be covered by insurance.

Ben Hughes motions to approve a contract with David Rich subject to liability insurance and authorize Ken Fontes to sign the contract once the insurance issue is resolved. Ken Fontes seconds the motion, vote 2-0-0.

7. OSD Engineering, Sean Osborne, to discuss out of service well adjacent to the new fire station

Will discuss at the Prudential Committee Meeting on October 10, 2019.

8. Discuss policy for setting up new water services

There is no discussion

9. Discuss the WARN (Wastewater Agency Response Network) agreement and sign agreement if voted for.

Attorney Gay reviews the contract and it is signed by Ben Hughes and Ken Fontes. There is no cost to the Water Department.

10. Clerk-Treasurer's Report which may include Health Insurance, Retirement and Financial topics.

Melissa Goodell reviews the Home Depot Credit Card and issues with tax being charged. Will look into getting refunds on the charges.

11. Superintendent's Report which may include topics related to the operations of the wells, standpipe, cash flow, meters, water break/leaks and maintenance.

12. Items not reasonably anticipated by the chair 48 hours in advance of this meeting.

There was a request to release Executive Session Minutes from July 31, 2019 and August 28, 2019. Ken Fontes states not to release the minutes.

13. Executive Session under M.G.L. c30A /section 21 (a)(1) to discuss the reputation, character, physical condition or mental health rather than profession competence of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against a public officer, employee, staff member or individual.

Ken Fontes motions to enter Executive Session at 5:50PM Under M.G.L. c30A /section 21 (a)(1) to discuss the reputation, character, physical condition or mental health rather than profession competence of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against a public officer, employee, staff member or individual. Ben Hughes seconds the motion, vote 2-0-0. Ken Fontes yes, Ben Hughes yes.

14. Executive Session under M.G.L. c30A Section 21 (a)(3) to conduct strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental

effect on the bargaining or litigation position of the public body and the chair so declares.

Ken Fontes motions to enter Executive Session at 6:15PM Under M.G.L. c30A /section 21 (a)(3) to conduct strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigation position of the public body and the chair so declares. Ben Hughes seconds the motion, vote 2-0-0. Ken Fontes yes, Ben Hughes yes.

15. Reconvene in open session for the purpose of adjourning.
Ben Hughes motions to adjourn the meeting at 6:35PM. Ken Fontes seconds the motion, vote 2-0-0.

Respectfully Submitted,

Melissa Goodell Recording Secretary

Ken Fontes, Acting Chairman

Ben Hughes, Acting Clerk

Documents Used: Agenda, Contract with Mashpee Environmental Management,
Contract for WARN

**Onset Fire District
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Meeting Date: October 23, 2019 @ 5:00PM
Location: 15 Sand Pond Road, Onset, MA
Meeting posted by Ken Fontes, Acting Chairman October 3, 2019

Listing of Topics:

1. Open Meeting (Chair) with Pledge of Allegiance

Acting Chairman Ken Fontes opens the meeting at 5:12PM with the Pledge of Allegiance.

2. Roll Call by Acting Clerk Ben Hughes

Present are: Acting Chairman Ken Fontes, Acting Clerk Ben Hughes, Melissa Goodell Recording Secretary, Sean Osborne OSD, Bradley McKenzie, Erik Schoumaker of McKenzie Engineering Group.

3. Citizen's Participation

There is none

4. Approval of Minutes

Ben Hughes motions to accept the minutes of October 9, 2019. Ken Fontes seconds the motion, vote 2-0-0.

5. Representatives of the McKenzie Engineering Group to Discuss Woodland Cove

Erik Schoumaker of the McKenzie Engineering Group (MEG) presents plans for the two story retail building. Bradley McKenzie states MEG is hired by a Boston group that owns the lot where the retail building will be built. Bradley McKenzie states they want to open talks about the service required to provide water to the lot and what might be required to connect to the highway project.

Erik Schoumaker states the two story retail building will need sewer connection and possibly piggy back off of the 40B water connection; Use is yet to be determined and MEG is not sure of the impact on fire and water. Use would have to be known before finalized.

Sean Osborne asks if it will be a private water main and what the procedure will be to pay Onset Water for maintaining. Sean Osborne asks who is going to own the water main. Bradley McKenzie states they will be back at a future meeting when they have more

information to answer the questions.

Ken Fontes asks when they feel they will come back with more information. Bradley McKenzie states possibly in January.

6. Clerk-Treasurer's Report which may include Health Insurance, Retirement and Financial topics.

Melissa Goodell states the WARN agreement was faxed to NEWWA and Onset Water Department is now enrolled.

The Commissioners have been emailed the latest version of the Open Meeting Law and sign the acknowledgement forms.

Update on Frank Kowzic

There is a tentative tax classification hearing scheduled for Nov. 14, 2019.

Ben Hughes motions to accept the Clerk-Treasurer's report. Ken Fontes seconds the motion, vote 2-0-0.

7. Superintendent's Report which may include topics related to the operations of the wells, standpipe, cash flow, meters, water break/leaks and maintenance.

Sean Osborne recommends to bring David Rich on as a casual employee for 8 hours per week and not to exceed 12 hours per week.

Sean Osborne states Onset Water has the necessary D2 license for 6 months with Jay Semple. If Josh Souza gets his paper work in he will have T1 which meets basic requirement of licenses. Ken Fontes states the rate of pay for David Rich will be \$50.00 per hour and can sever relationship with David Rich when licenses are retained by the full time employees of the Water Department.

Ben Hughes motions to hire David Rich as a temporary employee, serving as primary operator for distribution and treatment, for 8 scheduled hours per week, not to exceed 12 hours per week and not withstanding any hourly requirements imposed by the DEP; at a rate of \$50.00 per hour. Ken Fontes seconds the motion, vote 2-0-0.

Sean Osborne would like the Commissioners to approve decommissioning well 1 which is off line and is in the area of the new fire station. Sean Osborne states the well does not have any gallons of water commissioned to it. Ben Hughes motions to have OSD move forward to research well 1 and prepare it to be decommissioned. Ken Fontes seconds the motion, vote 2-0-0.

8. Items not reasonably anticipated by the chair 48 hours in advance of this meeting.

Ken Fontes states he has a letter from Bill Atwood requesting access to the road that connects his property to Sand Pond Road. Ken Fontes would like to have this discussion put on the next agenda for the Water Commissioners and invite Bill Atwood to that meeting.

9. Executive Session under M.G.L. c30A Section 21 (a)(3) to conduct strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigation position of the public body and the chair so declares. There is not an Executive Session Meeting

Ben Hughes motions to adjourn at 6:15PM. Ken Fontes seconds the motion, vote 2-0-0.

Respectfully Submitted,

Melissa Goodell Recording Secretary

Ken Fontes, Acting Chairman

Ben Hughes, Acting Clerk

Documents used: Agenda, Minutes to Meeting October 9, 2019, Plans for Woodland Cove, Letter from Bill Atwood.