

Onset Fire District
Board of Water Commissioners
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Meeting Date: February 12, 2020 @ 5:00PM

Location: 15 Sand Pond Road, Onset, MA

Meeting posted by Ken Fontes, Acting Chairman February 5, 2020

Listing of Topics:

1. Open Meeting (Chair) with Pledge of Allegiance

Acting Chairman Ken Fontes opens the meeting at 5:00PM with the Pledge of Allegiance.

2. Roll Call by Acting Clerk Ben Hughes

Present are Ken Fontes, Ben Hughes, Frank Kowzic Members, Mary McCoy Clerk-Treasurer, Melissa Goodell Recording Secretary, Ed Ryan, Nancy Sawyer, Brian Grady Citizens

3. Citizen's Participation

Ed Ryan states he would like to address the outstanding water bills for the 5 residents living at Baker's Island. He would like to propose a one-time \$5,000.00 payment to clear everyone's slate. Ken asks if the past due bills total \$20,000.00. Ed Ryan says they total more than that. Nancy Sawyer states they are on fixed income and she had to take out a loan to pay to fix the leakage. Ben Hughes states they signed a contract agreeing to pay \$2,000.00 each and now want to pay \$1,000.00 each. Ben Hughes states if only 3 signed the original contract agreement why should the other two be included on a new negotiated settlement.

Ken Fontes asks Ed Ryan to submit his new proposal in writing and deliver it to the District Office for the Water Commissioners to review before the next meeting on February 26, 2020. Ken Fontes states he will put this topic on the agenda for discussion then.

Brian Grady GAF Engineering briefly reviews a 40B project that may be developed on Red Brook Road. The project consists of 20 units some; stand alone, some attached. Construction is at least a year out according to Brian Grady. Ken Fontes states if Brian Grady would have any questions answered or has any need for information to let the Water Commissioners know. Brian Grady states he will need information on the water main and where it's located.

4. Approval of Minutes

Ben Hughes motions to approve the minutes of January 2, 2020 and January 23, 2020. Frank Kowzic seconds the motion, vote 3-0-0.

5. Discuss Construction and Material Specifications for Water Main Extension

Ben Hughes motions to accept the Construction and Material Specifications for the water main extension on the highway. Frank Kowzic seconds the motion, vote 3-0-0. Full report attached.

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

Mary McCoy states the District Meeting will be held on May18, 2020 and the election is on May 19, 2020. Mary McCoy has the first portion of the Water Department budget for the Commissioners to look at.

Bruce Almeida conducted an audit on the Water Department and everything is in balance.

Mary McCoy recommends to the Commissioners to purchase new software for the Water Department. The new software will help to stream line billing and make the process more efficient. Frank Kowzic motions to authorize Mary McCoy to move ahead with new software. Ben Hughes seconds the motion, vote 3-0-0.

Mary McCoy states Rene Burnes has been doing a great job learning the system and collecting payments and past dues since the Office Manager retired. Frank Kozic motions to give Rene Burnes a raise of \$0.77 an hour and the title of Office Assistant effective immediately. Ben Hughes seconds the motion, vote 3-0-0.

7. Office Manager's Report which may include topics related to the daily operations of the Water Department Office, Field Work and Personnel.

Mary McCoy would like to institute a policy that if she makes a decision about demand and interest and the customer doesn't like it their recourse is to come before the board of Water Commissioners.

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

There is none

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

There is none

10. Executive Session under M.G.L. c30A, Section 21(a)(1) to discuss the complaints or charges brought against a public officer, employee, staff member or individual namely Board of Water Commissioners.

Frank Kowzic motions to go into Executive Session at 6:45PM under M.G.L. c30A, Section 21(a)(1) to discuss the complaints or charges brought against a public officer, employee, staff member or individual namely Board of Water Commissioners. Ben Hughes seconds the motion, vote 3-0-0. Ken Fontes yes, Ben Hughes yes, Frank Kowzic yes.

11. Reconvene in open session to adjourn

Frank Kowzic motions to adjourn open session at 7:25PM. Ben Hughes seconds the motion, vote 3-0-0.

Respectfully Submitted:

Melissa Goodell Recording Secretary

Water Commissioners:

Ken Fontes Acting Chairman

Ben Hughes Acting Clerk

Frank Kowzic Member

Documents Used: Agenda, Minutes to Meetings January 8, 2020, January 23, 2020, Draft Budget for FY2021, Construction Specifications and Material Specification booklet.