

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

Meeting Date: May 13, 2020 @ 10:00AM

Location: 15 Sand Pond Road, Onset, MA

Listing of Topics

1. Open Meeting (Chair) with Pledge of Allegiance

Chairman Frank Kowzic opens the meeting at 10:00AM with the Pledge of Allegiance. Present are Ken Fontes Clerk, Mary McCoy Clerk-Treasurer, Melissa Goodell Recording Secretary, David Rich Acting Superintendent. Absent Ben Hughes Commissioner. Remote Participation: Diane DiStolfo, Jovina Dean, David Halberstadt, Lisa Morales Citizens.

2. Approval of Minutes

Ken Fontes motions to accept the minutes of March 11, 2020. Frank Kowzic seconds the motion, vote 2-0-0. Ken Fontes yes, Frank Kowzic yes.

3. Review and vote on Water Department warrant articles.

The Water Commissioners review the Warrant Articles for FY2021. Ken Fontes motions to accept Water Department Warrant Articles 16-25 in the FY21 Warrant. Frank Kowzic seconds the motion, vote 2-0-0. Ken Fontes yes, Frank Kowzic yes.

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

Mary McCoy states the Water Department budget is on target and does not have any overages.

The Cranberry Highway project has started and PA Landers sent in the first bill for payment. The approved bond has not been received so payment will be made when it is.

District Meeting is June 8, 2020 and District Election is June 9, 2020.

Sean Osborne has suggested a \$5000.00 escrow account for the Red Brook Road Project.

The Union contract has been approved and the Commissioners need to write a letter for the retro pay to be paid back to July 1, 2019 to present.

Josh Souza passed his cross connection test and is looking for retro pay from December to present at the rate of \$0.25/hour. Ken Fontes states he would like to look into that request.

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

Mary McCoy states the leak on Cranberry Highway was due to the State being provided plans that were six feet off of the actual water main. PA Landers broke the main and there was not any expense to the Water Department.

Ken Fontes would like a letter to all personnel regarding wearing PPE when within 6 feet of another person.

Frank Kowzic states he has seen personnel smoking in the trucks and it needs to stop.

6. Superintendent's Report.

Dave Rich states some DPE filings were late but are now up to date.

The annual statistical report has been filed and needs to complete the consumer confidence report and mail it out by the end of June.

Maintenance checks are being done on all hydrants.

All old meters in pits have been replaced.

Each member of the staff should be licensed for treatment or distribution.

Currently there is one laborer without a license, the other two have licenses. Ken Fontes would like a line item on the budget for training and the department needs a strategic plan going forward.

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

There are none

Respectfully Submitted:

Melissa Goodell Recording Secretary

Water Commissioners:

Frank Kowzic Chairman

Ken Fontes Clerk

Ben Hughes Member

Documents Used: Agenda, Minutes to March 11, 2020, Warrant

**Onset Fire District
Board of Water Commissioners
15 Sand Pond Road PO BOX 171
Onset, Massachusetts 02558
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Meeting Date: May 27, 2020 @ 10:00AM
Location: Teleconference 978-990-5286

Listing of Topics

1. Open Meeting (Chair) with Pledge of Allegiance

Chairman Kowzic opens the meeting at 10:00AM with the Pledge of Allegiance. Present are Ken Fontes Clerk, Attorney David Gay, Clerk-Treasurer Mary E. McCoy, Remote participation: Melissa Goodell Recording Secretary, David Halberstadt, Lisa Morales. Absent Ben Hughes Member.

2. Approval of Minutes

There are none

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

Mary McCoy states the budget for the Water Department is on target and there are no deficiencies.
District Meeting will be June 8, 2020 and District Election June 9, 2020 both at the VFW.

4. 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 know if the Water Department would like to participate in the reverse 911 system with the town. The Commissioners agree they would.

Ken Fontes asks where the new computer system stands. Mary McCoy states that the new software person needs to work with Tremain Fernandes from Brava in order to make the change and Tremain Fernandes is not responding to any requests. Mary McCoy states she is trying to find a way to get the conversion done without the help of Brava.

5. Superintendent's Report

Dave Rich states there was a chloroform hit in the system last week and the Water Department is now chlorinating station 7 and station 4 at the request of the DEP. The chlorinating will run for 1 – 2 weeks. Dave Rich states he spoke with Engineer Sean Osborne about chlorinating full time and he feels that is not a good idea. The state would like wells 5 and 6 to be available in an emergency. Dave Rich states that well 5 needs to be cleaned and they will continue to take samples from wells 3 and 4. Ken Fontes states it sounds as if Davie is on top of it.

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

There is none

7. Ken Fontes motions to adjourn open session at 10:15AM and states they will not reconvene in open session after the Executive Session. The Executive Session will be adjourned in Executive Session. Frank Kowzic seconds the motion, vote 2-0-0. Frank Kowzic yes, Ken Fontes yes.

Respectfully Submitted:

Melissa Goodell Recording Secretary

Water Commissioners:

Frank Kowzic Chairman

Ken Fontes Clerk

Ben Hughes Member

Documents Used: Agenda