BOARD OF COMMISSIONERS MEETING
MINUTES OF
May 21, 2019
Buzzards Bay Water District   15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:
Carrara, Joseph, Chairman
Robert, Ethier, Commissioner
Wendy Chapman, Commissioner
Judith Flynn, Commissioner
Jennifer Kelson, Treasurer
Steven Souza, Superintendent
Louise Warren, Billing Clerk
Barry Woods, Admin. Support
Wayne Perkins, Crew Chief

The meeting was called to order by Joseph Carrara, Chairman at 4:03 pm.

Approval of meeting minutes dated 4/16/19
Robert Ethier made a MOTION to approve the minutes dated 4/16/19. Wendy Chapman seconded that motion, and all in favor.

Approval of annual meeting minutes dated 4/30/19
Robert Ethier made a MOTION to approve the annual meeting minutes dated 4/30/19. Wendy Chapman seconded that motion, and all in favor.

Old Business: Disbursement of new commissioner handbook, further discussion on pilot programs and high usage accounts

New Commissioner Handbook:
Barry Woods distributed copies of the new commissioner handbook. Each commissioner received a binder which included the handbook and additional helpful information including a district map, location of wells and pump stations, information on conflict of interest, the availability of additional board member training, etc.

PILOT Programs:
Barry Woods then handed out copies of information that Wendy Chapman had gathered over the last few weeks on various PILOT programs offered in Massachusetts. There was discussion about PILOTS and gifts. Wendy Chapman stated that Bridgewater State University gives the Town of Bridgewater gifts of money for police, fire and highway instead of entering into a formal PILOT agreement. In addition, Bourne Water had a well donated by Otis Airforce Base (due to the plume situation). UMass Worcester has a PILOT with their town. Wendy stated that the Town of Bourne gets money on the Cherry Sheet but the district does not. She suggested that we work together with the other districts and then ask that the state reps approach Mass Maritime

about a PILOT. She also suggested contacting state legislature to have pending bills (2658 and 2560) modified to include the word "district."

The board agreed to set up a working group meeting to follow immediately after the next monthly meeting on Tuesday, June 18, 2019. The group will further review the information on pilots and work to come up with a plan of action.

High Usage Accounts:
The board discussed high usage accounts in the district. Wendy Chapman stated that our engineer, Patrick O'Neil, estimated that it would cost 10k to review tax exempt properties as they relate to rates. Wendy emphasized that Patrick (Tata and Howard) did not take into consideration any of the district's tax-exempt properties when conducting the prior rate study. Barry Woods suggested that he and Louise continue to look over billing figures and usage rates. Wendy stated that it would be unfair to adjust the rate chart at this time. The rates for high users will stay the same for right now, and the district will continue to investigate PILOT programs as an additional revenue source.

New Business: Reorganization of the Board
The board discussed reorganization. Historically, the next person up for election would take over the position of Chairperson. Robert Ethier nominated Wendy Chapman to the position of Chairperson. Joe seconded that MOTION, and all in favor. Robert Ethier was appointed to vice-chairperson, and Joseph Carrara and Judith Flynn will fill the commissioner positions.

Superintendent Report presented by Steven Souza, Superintendent

Treasurers Report presented by Jennifer Kelson, Treasurer

Any business not reasonably anticipated within 48 hours None

Commissioners comments/select next meeting date

The next Board meeting was set for June 18, 2019 at 4:00pm. A working group will take place immediately after the board meeting.

ADJOURNMENT
Wendy Chapman made a MOTION to adjourn the meeting at 5:03 PM. Robert Ethier seconded that motion, and all in favor.

Prepared by: Jennifer Kelson, Treasurer
Buzzards Bay Water District