

Minutes of the
Regular Meeting of April 9, 2013

WATER COMMISSIONERS PRESENT:

Mr. James E. Kelleher, Chairman
Mr. John S. Lovewell, Commissioner
Mr. Robert L. Burnham, Commissioner

EWD STAFF PRESENT:

Mr. Shane A. Ben David, Foreman
Lindsey Mercier, Administrative Assistant

OTHERS:

Paul Cote, Tata & Howard

Meeting Called to Order:

Meeting was called to order by Mr. Kelleher at 4:03pm

Minutes:

Minutes from February 12, 2013 and March 12, 2013 were approved by the commissioners.

Old Business:

Auditors Report:

Mr. Burnham stated he received the initial management letter in June 30, 2011 that states three recommendations, none of which have been addressed. Mr. Kelleher pointed out they are just recommendations. Mr. Burnham feels the commissioners need to respond because it is directed to them Mr. Lovewell stated that he is against changing to Munis. Mr. Kelleher stated that the issue is the use of QuickBooks being used at the Water Department; the auditors want the double

entry to stop being used. Another issue the auditors have is the billing and collection in the same office. If switched to Munis the billing would be done at the water department and the collecting would be done by the Tax Collectors office. The final issue is the ability of the Billing Clerk to make changes to customer consumption/billing amount without supervisor approval.

Contract for New Garage:

Paul Cote, form Tata & Howard, stated that USDA has agreed to let the water department spend the balance of the loan, which totals \$218,000.00. USDA requires 75% plans & specs within 45 days of approving the spending which would be by April 19, 2013. Mr. Cote has provided a draft agreement and would like the commissioners to at least authorize him to continue on with this project. Mr. Lovewell motioned to accept the contract for the new garage. Mr. Burnham seconded and the motion carried unanimously.

Flush out Oak Bluffs connection:

Mr. Ben David has been in contact with the Oak Bluffs Water District and discussed flushing out the Oak Bluffs connection the first week of May when the annual flushing of the system takes place. Oak Bluffs has agreed to flush the connection at that time.

Town Meeting:

Mr. Lovewell expressed concern of how the article on painting the standpipe would be received at the annual town meeting, whether people will be concerned about a water rate increase to cover costs. Mr. Burnham pointed out that it is something that has to be done. That is has been twenty years since it was painted. Mr. Burnham questioned an article that had been submitted on behave of the Water Department. The article is to cover costs of an audit by the Feds on the bases of the control center discrepancies. Mr. Kelleher questioned the practice of having articles submitted in the name of the Water Department without their knowledge and if it was common for this to happen. Mr. Kelleher would like to be informed if an article is being submitted for the Water Department by another department.

Painting of Standpipe / Paul Cote:

Mr. Burnham asked Mr. Cote if any figures had come in yet on bids for the painting. Mr. Cote replied no, that it was just the engineer contract. Mr. Lovewell is opposed to the small water sampling & equipment facility being constructed at the same time as the painting of the standpipe. Mr. Cote responded saying that there could be two separate contracts and Mr. Burnham agreed. Mr. Cote thought that if there was money left over from the garage project and the USDA approves the small facility could be included in the garage project. Mr. Burnham motioned to accept the agreement between the Edgartown Water Department and the engineers for the rehabilitation of the Mill Hill standpipe. Mr. Lovewell seconded and the motion carried unanimously.

Other Business:

ADJOURNMENT:

Mr. Burnham motioned, Mr. Lovewell seconded and the Commissioners voted unanimously to adjourn the meeting at 4:55 pm.

Respectfully submitted,

Lindsey Mercier
Administrative Assistant

APPROVED:

BOARD OF WATER COMMISSIONERS
TOWN OF EDGARTOWN

James E. Kelleher, Chairman

Robert L. Burnham, Water Commissioner

John S. Lovewell, Water Commissioner