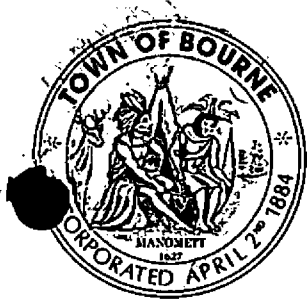




2011

**Bourne Veteran's Memorial Community Center
Bourne Water District
Buzzards Bay Water District
By Law Committee
Cable Television Advisory Comm**



Town of Bourne
Bourne Veteran's Memorial Community Center
239 Main Street
Buzzards Bay, MA 02532

Bourne Veteran's Memorial Community Center Trustees Meeting
Tuesday, January 25, 2011
4:30 pm

AGENDA

1. Public Comment
2. Approval of November 30, 2010 minutes.
3. Discussion and possible vote to determine the use of the 6 outdated computers in the computer room.
4. Discussion on the Community Center's current maintenance issues: servicing of the 2 boilers and boiler control panel, emergency alarm panel and kitchen equipment.
5. Director's Report
6. Trustee's Reports
7. New Business - Future agenda items, schedule next meeting.

TOWN CLERK'S OFFICE

2011 JAN 21 PM 3 39

Bourne Memorial Community Building Trustee Meeting

January 25, 2011 4:30 pm

2011 MAR 3 PM 3 11

Call to Order by Chairman George Sala, 4:30pm

TOWN CLERK'S OFFICE

Members present- George Sala, Joe Carrara, Ray Parrott, Charles Noyes, James Stowe, and Director Lisa Plante. Absent- Selectman John Ford.

Public Comments-

Kay Donovan raised a question regarding the disposition of fees charged by the Council on Aging for participation in programs sponsored by them. Discussion followed that those fees charged are kept by the COA, and do not go to the operation or maintenance of the Community Building. It was suggested that this may be something to look into for the future.

Agenda item; Approval of November 30, 2010 Minutes

Members reviewed minutes submitted for approval. Motion to approve made by Joe Carrara, and seconded by Ray Parrott. Voted to approve; unanimous.

Agenda item; Discussion of disposition of six (6) outdated computers.

Director Plante reported that there are six outdated computers belonging to the Trustees, that are of no use to the building, and that they were originally donated for use by Comcast. She is requesting direction as to disposal or donation of these items. Their value is believed to be less than \$500. After discussion, with input from Town Administrator Guerino, it was decided to vote for their disposition in accordance with town bylaws after notification to Comcast. Motion made by Charles Noyes to dispose of the computers in this manner; seconded by Jim Stowe. Voted unanimously.

Agenda item; Discussion re the Community Building's maintenance needs.

Director Plante reported on the issue of the building's heating system control panel was not connected to the emergency generator. Discussion was held on the importance of having the heating system functioning in case of a power failure to insure the water pipes did not freeze and cause damage. Additionally, heat would be needed for the building to be utilized as an emergency shelter. The discussion resulted in the following motion by Charles Noyes: To have Kinsman give a quote on connecting the heating system to the emergency generator, and to report on what circuits would need to be shed in order to meet the buildings needs. Motion seconded by Joe Carrara, voted unanimously.

Agenda Item: Directors Report-

Director Plante reported that the roof continues to have leaks. She has followed up with the warranty company and has learned that the contractor previously used is no longer available. Lisa will have to obtain the name of a new contractor from Genflex to work on the repairs. As a result of the ongoing problems, a motion was made by Ray Parrott and seconded by Joe Carrara, to have Lisa forward a request to have Town Counsel pursue whatever legal avenues appropriate to resolve the roof problems. Voted unanimously.

Agenda Item: Trustees Reports/Requests-

Jim Stowe addressed the issue of the continuing problems with roof leaks. He also asked Lisa if the past problems with building scheduling have changed. Lisa reported that the issues of the past have improved.

Joe Carrara reported that he continues to promote the Veteran's Wall as it memorializes the service and sacrifices made by residents of Bourne in service to their country.

Chairman Sala wanted to note his recognition and appreciation of the work the Director Plante has done during the past year.

Other business-

- A. Town Administrator Guerino noted the desire of the Town to provide assistance and support to any and all veteran's in Bourne. He noted an increase of aid requests during the current economic times.
- B. Director Plante reported that she had received questions regarding RACES radio connections supposedly installed in the building. Charles Noyes (Emergency Mangement Director) will check with past Emergency Management Director Joel Gould as to the location of these connections.

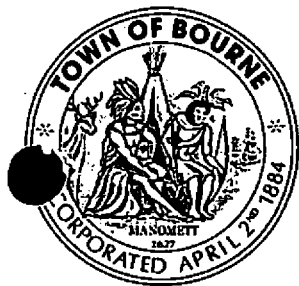
Adjournment-

Motion to adjourn made by Chairman Sala at approximately 5:35pm, voted to adjourn.
Next meeting February 22, 2011

Respectfully submitted,



Charles K. Noyes



Town of Bourne
Bourne Veteran's Memorial Community Center

239 Main Street
Buzzards Bay, MA 02532

2011 FEB 18 PM 2 22

TOWN CLERK'S OFFICE

Bourne Veteran's Memorial Community Center Trustees Meeting
Tuesday, March 1, 2011
4:30 pm

AGENDA

1. Public Comment
2. Approval of January 25, 2011 minutes
3. C.O.A. Director, Mandi Speakman to update on the Accreditation planning.
4. Trustees' Reports -
5. Subcommittee Reports -
6. Spring Maintenance Projects – columns and downspouts repair, painting, installation of chair rails, wall repairs.
7. Responsibility of Veteran's Memorials outside of Community Center
8. Director's Report -
 - Kinsman electrical work completed and inspection report to increase load onto generator.
 - Town Counsel legal request regarding the gym roof warranty company.
 - Heating system repairs.
9. Schedule next meeting, adjournment

Bourne Memorial Community Building Trustee Meeting

March 1, 2011 4:30 pm

Call to Order by Chairman George Sala, 4:30pm

Members present- George Sala, Joe Carrara, Charles Noyes, James Stowe, and Director Lisa Plante. Selectman John Ford arrived at 4:37pm. Absent- Ray Parrott.

Public Comments-

Jim Mulvey spoke and urged current members to seek re-election to their positions.

Agenda item; Approval of January 25, 2011 Minutes

Members reviewed minutes submitted for approval. Motion to approve made by Joe Carrara, and seconded by Jim Stowe. Voted to approve; unanimous.

Agenda item; Council On Aging Director Mandi Speakman

Director Plante reported that Ms. Speakman was unable to attend, and that Lisa would relay Ms Speakman's requests. The Council on Aging (COA) was seeking to update and modify the current COA sign located adjacent to Main Street to better direct persons to the COA offices and functions. Additionally, the addition of a gold bow to be displayed upon the building front in recognition of the COA Accreditation achievement. Discussion followed by the Trustee's in regards to the long term display of the bow on the building as well as the actual wording upon the new directional sign. Final result was to send the issue back to the COA for a better description of the new sign as well as the length of time for the display of the gold bow on the building. To be placed on a future agenda item.

Agenda item; Trustee Reports

Joe Carrara informed the Trustee's that he would be resigning from the Board after 19 years of service. Joe intends to devote more of his time to personal needs upon his resignation. The trustees present all expressed their appreciation to Joe for his service to the community as a Trustee of the Bourne Veterans Memorial Community Building.

Agenda Item: Subcommittee Reports

Joe Carrara advised the trustees that he has received comments from recent war veterans to have their names included on the Veterans Wall. This item will be followed up in the future.

TOWN CLERK'S OFFICE

2011 MAY 18 PM 3 32

Agenda Item: Spring Maintenance Projects

Columns- Chairman Sala has spoken with contractors who have submitted proposals in the past. The opinion is that the columns were not properly installed and that they just need some repairs and maintenance at this time. The Chairman will follow up on this area.

Downspouts- Four of the metal downspouts are in need of repair at this time. Jim Stowe will develop a spec sheet for suitable repairs and forward same to Director Plante.

Interior repairs- Director Plante advised the trustees that interior maintenance and repairs, including hole repairs and painting are currently underway.

Agenda Item: Veteran's Memorials

Chairman Sala distributed a list of memorials located throughout the Town. There currently are 37 memorials scattered in Bourne. The Chairman reported that historically in the past, the Highway department has provided maintenance for these memorials, including grass mowing, flowers, and flag replacement where needed. Lengthy discussion followed with the end result being to leave the current maintenance of these memorials as is, as the Trustees do not have any funding available to take over the responsibility.

Agenda Item: Directors Report-

Director Plante distributed a report from Kinsman Electrical Service re three different proposals to upgrade the emergency generator for the building. After reviewing the document with costs ranging from \$129,000 to over \$317,000, it was decided to have Kinsman submit a proposal to just provide additional emergency power to operate the heating system throughout the building.

A copy of the request for Town Counsel intervention in the issue of the leaking roof was distributed to the Trustees. No response from Counsel as of yet.

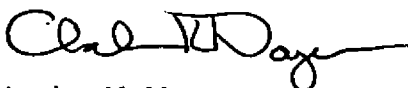
Other business-

A motion was made by John Ford to accept the resignation of Joe Carrara from the Board of Trustees. Motion seconded by Jim Stowe, voted unanimously, with all members expressing their thanks for Joe's service.

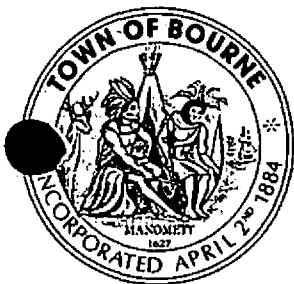
Adjournment-

Motion to adjourn made by Chairman Sala at approximately 5:47pm, voted to adjourn.
Next meeting March 29, 2011

Respectfully submitted,



Charles K. Noyes



Town of Bourne
Bourne Veteran's Memorial Community Center
239 Main Street
Buzzards Bay, MA 02532

Bourne Veteran's Memorial Community Center Trustees Meeting
Tuesday, April 26, 2011
4:30 pm

AGENDA

1. Public Comment
2. Approval of March 1, 2011 minutes
3. C.O.A. Director Mandi Speakman update on Friends proposal for new accreditation and Supportive Day signs.
4. Friends Board Members to submit a request of a program monitor for the building.
5. Review and possible vote on specifications for repair of building columns to go out for bid.
6. Review of vacant non-veteran trustee applications.
7. Discussion on future trustee goals.
8. Trustees' Reports
9. Director's Report
9. Adjournment

TOWN CLERK'S OFFICE

2011 APR 15 AM 11 04

Bourne Veteran's Memorial Community Building Trustee Meeting

April 26, 2011 4:30 pm

Call to Order by Chairman George Sala, 4:37pm

Trustees present- George Sala, Charles Noyes, James Stowe; Building Director Lisa Plante. Absent- Selectman John Ford, Trustee Ray Parrott.

Agenda item 1- Public Comments

none

Agenda item 2- Approval of March 1, 2011 Minutes

Members reviewed minutes submitted for approval. Motion to approve made by Jim Stowe. Trustee Noyes questioned whether a quorum existed. Chairman Sala stated that with one vacant position a quorum would consist of three voting members. Discussion followed along with a suggestion that in the future when a question of procedure arose, that a telephone call to the Secretary of State office could be made to provide an answer. It was decided to proceed with the meeting but not to vote on any agenda items requiring same.

Agenda item 3- Council On Aging Director Mandi Speakman

Ms. Speakman made a presentation on new signage as discussed in March 1st meeting in which Trustees requested further information. Ms. Speakman presented drawings of what the signage would look like. One sign would be placed along Main Street identifying the building as the Supportive Day Care site, and a directional sign would be placed towards the rear of the building to provide direction to the program's entrance. Discussion followed with the Trustees indicating support for the signs. Trustee Noyes will meet with Ms. Speakman regarding exact placement of the signs and will report back to the Trustees at a future meeting.

Agenda item 4- Friends Board request

Mr. Arnie Carr, representing the Friends of the Council of Aging, made a presentation to provide and install a electronic monitor to display events and activities occurring in the building. The monitor, approximately 32" wide, would be located preferably in the main

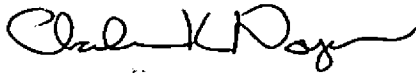
lobby to the right of the tile mural. Discussion followed as to the types of information to be displayed, who would have access to enter information, and the future upkeep and maintenance to the equipment. Additional information concerning the equipment was requested from Mr. Carr and will be provided for a future meeting.

Agenda Item 5 thru 9: These agenda items were tabled for a future meeting.

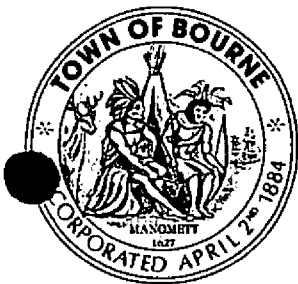
Adjournment-

Motion to adjourn made by Chairman Sala at approximately 5:30pm.

Respectfully submitted,



Charles K. Noyes



Town of Bourne
Bourne Veteran's Memorial Community Center
239 Main Street
Buzzards Bay, MA 02532

Bourne Veteran's Memorial Community Center Trustees Meeting
Tuesday, May 10, 2011
4:30 pm

AGENDA

1. Public Comment
2. Approval of March 29, 2011 and April 26, 2011 meeting minutes
3. Continued and possible vote on bldg monitor and C.O.A.
Accreditation and additional Supportive Day signs.
4. Review and possible vote on specifications for repair of building columns to go out for bid.
5. Review and possible vote of vacant non-veteran trustee seat applications.
6. Discussion on future trustee goals.
7. Trustee's Reports
8. Director's Report
9. Adjournment

TOWN CLERK'S OFFICE
2011 MAY 9 PM 12 46

Bourne Veteran's Memorial Community Building Trustee Meeting

May 10, 2011 4:30 pm

Call to Order by Chairman George Sala, 4:30pm

2011 JUN 21 PM 2 31

Trustees present- George Sala, Charles Noyes, James Stowe, Ray Parrott, John Ford;
Building Director Lisa Plante.

Chairman Sala requested to take out of order Agenda Item #3, no objections

Agenda Item 3- Continuation of item re sign monitor and COA signs.

Chairman Sala reported that he, Bldg Director Plante, and Arnie Carr met to discuss further details re the electronic message board for the interior lobby as well as outside signage. The COA Friends are scheduled for a meeting on 5/19/11 at which time the Friends will further detail their request as well as dimensions for the outside signs, responsibility for maintenance, system upgrades, and who is responsible for any damage. No further action is necessary at this time.

Agenda item 1- Public Comments

none

Agenda item 2- Approval of Minutes

Members reviewed minutes of March 29 and April 26, 2011 submitted for approval. Typo noted on date of March meeting and will be corrected. Motion made by Jim Stowe, seconded by John Ford to accept with correction made. Voted unanimously. April 26th motion to approve made by Ray Parrott, seconded by Jim Stow, voted 3 yes, two abstentions.

Agenda item 8- Director's Report

Director Plante reported that the last water bill included a \$3,100 overage charge. The bill reflected a \$900 increase from the last bill. Discussion followed and resulted in having the Director seek possible reasons for the overage from the water district.

Persons from Bourne working under a Town Hall tax write off program will be doing minor repairs and upkeep work in the Community Building. The Director will be providing supplies for the work, while the labor is donated.

Agenda item 4- Building repairs discussion, possible vote

Jim Stowe reported that he has develop a work spec sheet for the column repair and the repair/replacement of the downspouts. After reviewing the spec sheet, discussion followed as to what is required to fix the columns. A suggestion was made to look into having personnel from the Sheriff's work program to do the repair work. Chairman Sala

will meet with a Sheriff's representative this week. He will also contact MAP insulation to have them look at the downspouts for their suggestions for repair

Agenda Item 5- Vacant Trustee position

Trustees reviewed the letter submitted by Stanley Andrew to fill the vacant Trustee position. Mr. Andrew, a Buzzards Bay resident and only person to submit a letter of interest, was in attendance, and reported to the Board that he serves on a number of boards and committees and looks forward to serving in the non-veteran trustee seat if appointed. Motion made by John Ford, seconded by Ray Parrott. Vote to appoint Mr. Andrews was unanimous.

Agenda Item 6- Discussion on future trustee goals.

Chairman Sala discussed the need to set some goals for the Board to adopt. It was suggested that each trustee should develop a list for discussion at a further meeting. John Ford suggested that the Board have a goal setting item on a future agenda. The Chair stated that he would put the item on the meeting of 5/31/11

Agenda Item 7- Trustee's Reports

Ray Parrott reports that he has been working on the plaque for a Bourne Gulf War veteran and was hoping to have same completed soon. George Sala reported that he has a name of a veteran to be submitted for inclusion on the veteran's wall.

Board Trustee Chair Sala extended thanks to Selectman John Ford for his serving on the Board of Trustees during his tenure as Chairman of the Board of Selectmen.

A brief discussion was held regarding maintenance needed to the building's Main Street sign.

Adjournment-

Motion to adjourn made by Chairman Sala at approximately 5:30pm. Next meeting scheduled for May 31, 2011.

Respectfully submitted,



Charles K. Noyes

Bourne Veterans Memorial Community Building Board of Trustees

May 18, 2011

Mr. Barry Johnson

Town of Bourne Town Clerk

24 Perry Ave.

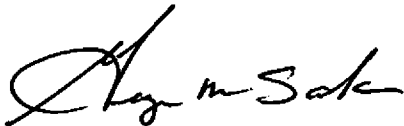
Buzzards Bay, MA. 02532

2011 MAY 19 AM 11 16
TOWN CLERK'S OFFICE
Bourne, MA

Dear Mr. Johnson,

The Bourne Veteran's Memorial Community Building Board of Trustees accepted the resignation of Joseph Carrara, after 19 years of service as a Trustee at our March 1, 2011 Meeting.

On Tuesday, May 10, 2011 the Board of Trustees appointed Stanley Andrews to fill the vacancy for the Non-Veterans position vacated by Mr. Carrara, with a term expiring in 2012

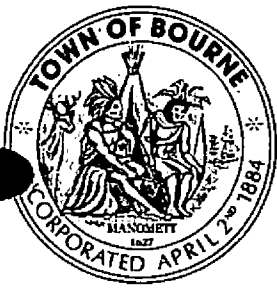


George M. Sala

Chairman, Bourne Veteran's Memorial Community Building Board of Trustees

Cc: Thomas M. Guerino, Town Administrator

Charles K. Noyes, Secretary, Board of Trustees



Town of Bourne
Bourne Veteran's Memorial Community Center
239 Main Street
Buzzards Bay, MA 02532

2011 MAY 25 PM 4 11

TOWN CLERK'S OFFICE

Bourne Veteran's Memorial Community Center Trustees Meeting
Tuesday, May 31, 2011
4:30 pm

AGENDA

1. Memorandum from Town Counsel on Discussion of "Topics" Requirements under the Open Meeting Law
2. Approval of May 10, 2011 Meeting Minutes
3. Discussion on Friends proposal for monitor and signs
4. Building Maintenance items-discussion
5. Director's Report
6. Trustees' Reports
7. Adjournment

Bourne Veteran's Memorial Community Building Trustee Meeting

May 31, 2011 4:30 pm

2011 JUN 21 PM 7 31

Call to Order by Chairman George Sala, 4:30pm

TOWN CLERK'S OFFICE

Trustees present- George Sala, Charles Noyes, James Stowe, Ray Parrott, Stanley Andrews; Selectman John Ford; Building Director Lisa Plante.

Agenda Item 1- Memorandum from Town Counsel re; Open Meeting Law

Chairman Sala led a discussion re Town Counsel's memo re new requirements under the Open Meeting Law. Of particular concern was the Public Comment area or agenda's and how to deal with this. John Ford discussed the importance of defining public comments vs. deliberation on items not on an agenda. It is okay to discuss items that are listed on the posted agenda, but non-agenda items cannot be discussed. Trustees will continue to review and adapt to opinions and guidance provided by Town Counsel in this area

Agenda item 2- Approval of May 10, 2011 Minutes

Members reviewed minutes of May 10, 2011 submitted for approval. Motion made by John Ford, seconded by Jim Stowe to accept with correction made. Voted to approve 5, 1 abstention.

Agenda item 3- Discussion of Friend's proposal for monitor and signs

Lisa Laine from the Friends updated members on the proposed signage. Two signs will be installed. One at the Main Street entrance to the Community Center, and another located at the right rear of the building to further direct persons to the Supportive Adult Day Program. Printouts of the proposed signs were shown to the members. A motion was made by Stan Andrews, seconded by Jim Stowe, to approve the Accreditation Sign to hang from the building's main sign. Unanimous vote to approve. Further discussion led to motion by Charles Noyes to approve, subject to placement location by DPW representative and Director Plante of the Adult Supportive Day signs. Seconded by Jim Stowe. Voted to approve unanimously.

Agenda item 4- Building maintenance items- discussion

Chairman Sala reported that he had contacted MAP Insulation re replacing the downspouts. Dave from MAP has surveyed the downspouts with Lisa, and a materials and cost report will be forthcoming. Discussion was held regarding other possible solutions to the damaged downspouts. Stan Andrews will seek out another alternative to repairing the downspouts and report back to the Trustees.

The work request has been forwarded to the Sheriff's Department but no date has been set to do any work. A motion was made by Stan Andrews to wait until the end of August, and if no work date has been established by the Sheriff's department, then to spec out the project to other contractors or solutions. Motion seconded by Ray Parrott, vote 5 yes. (Selectman Ford had to depart meeting at 5:00pm)

Discussion held regarding status of roof leaking. Lisa Plante reported that issue was forwarded to Town Administrator and then to Town Counsel. No further information at this time as to status. Discussion also held regarding the high water bill and possible causes.

Agenda Item 5- Director's Report

Building Director Plante reported that the recently approved part time custodian position had been posted by the Town. Internal posting first, and then if no applicants, posting to the general public.

Memorial Bricks will be installed shortly by Dan Doucette.

The weather stripping for the front doors is in the process of being replaced.

Agenda Item 6- Trustee Reports.

Ray Parrott reports that a Gulf War Veteran's name has been placed on the Memorial Wall.

Stanley Andrews requested that Trustee's Goal setting be placed on next month's agenda.

Charles Noyes reported that he and Ray Parrott attended Memorial Day ceremonies at the Veteran's Memorial Community Building.

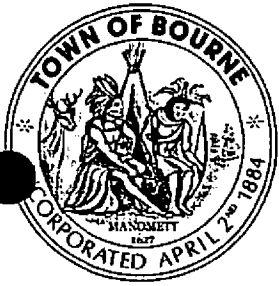
Chairman Sala advised that the next meeting will be June 28th. Trustees interested in serving in a particular position please advise either Lisa or George via letter.

Adjournment-

Motion to adjourn made by Jim Stowe at approximately 5:35pm. Voted unanimously. Next meeting scheduled for June 28, 2011.

Respectfully submitted,


Charles K. Noyes



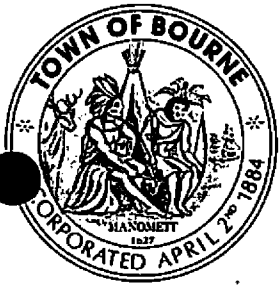
Town of Bourne
Bourne Veteran's Memorial Community Center
239 Main Street
Buzzards Bay, MA 02532

Bourne Veteran's Memorial Community Center Trustees Meeting
Tuesday, June 28, 2011
4:30 pm

AGENDA

1. Public Comment-non agenda items
2. Correspondence
3. Approval of May 31, 2011 meeting minutes
4. Reorganization of the Board of Trustees
5. Building usage fees-discussion, no vote
6. Discussion and vote to approve building maintenance items
7. Board of Trustees' goals-discussion, no vote
8. Director's Report
9. Trustees' Reports
10. Adjournment

TOWN CLERK'S OFFICE
2011 JUN 22 PM 4 02



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Town of Bourne
Bourne Veteran's Memorial Community Center
239 Main Street
Buzzards Bay, MA 02532

TOWN CLERK'S OFFICE

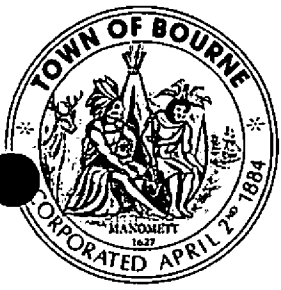
Bourne Veteran's Memorial Community Center Trustees Meeting

Tuesday, August 30, 2011

4:30 pm

AGENDA

1. Approval of June 28, 2011 minutes
2. Discussion and Possible Vote-Fees for use of Bourne Veterans Memorial Community Building
3. Discussion-Board of Trustees Goals for 2011-2012
4. Director's Report
5. Trustee's Reports
6. Public Comments
7. Schedule next meeting/Adjournment



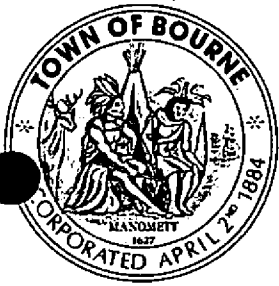
Town of Bourne
Bourne Veteran's Memorial Community Center
239 Main Street
Buzzards Bay, MA 02532

Bourne Veteran's Memorial Community Center Trustees Meeting
Wednesday, September 14, 2011
4:30 pm

AGENDA

1. Approval of June 28, 2011 minutes
2. Discussion and Possible Vote-Fees for use of Bourne Veterans Memorial Community Building
3. Discussion-Board of Trustees Goals for 2011-2012
4. Director's Report
5. Trustee's Reports
6. Public Comments
7. Schedule next meeting/Adjournment

TOWN CLERK'S OFFICE
BOURNE, MASS.
2011 SEP 8 AM 9 31



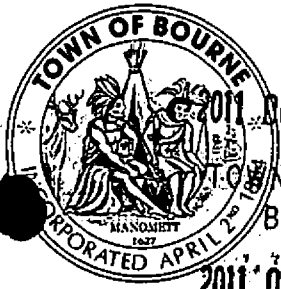
Town of Bourne
Bourne Veteran's Memorial Community Center
239 Main Street
Buzzards Bay, MA 02532

Bourne Veteran's Memorial Community Center Trustees Meeting
Wednesday, Sept. 28, 2011
4:30 pm

AGENDA

1. Call to Order
2. Correspondence
3. Acceptance of September 14, 2011 meeting minutes
4. Weekend Fee Waiver Request
5. Workshop-Community Center Weekday Usage Fees
6. Public Comment
7. Adjournment

TOWN CLERK'S OFFICE
BOURNE, MASS.
2011 SEP 22 AM 10 25



2011 OCT 19 AM 11 29

TOWN CLERK'S OFFICE
BOURNE, MASS

2011 OCT 19 AM 11 29

Town of Bourne

Bourne Veteran's Memorial Community Center

239 Main Street

Buzzards Bay, MA 02532

~~TOWN CLERK'S OFFICE~~

~~BOURNE, MASS~~

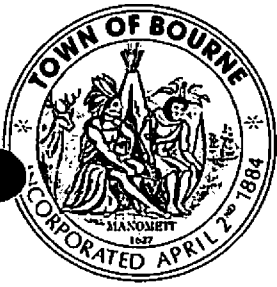
~~Bourne Veteran's Memorial Community Center Trustees Meeting~~

~~Tuesday, October 25, 2011~~

~~4:30 pm~~

AGENDA

1. Call to Order
2. Acceptance of August 30 and September 28, 2011 meeting minutes
3. Community Center policy discussion with possible vote
4. Building maintenance projects discussion with possible vote
5. Director's Report
6. Trustees' Reports
7. Public Comment
8. Adjournment



Town of Bourne

Bourne Veteran's Memorial Community Center

239 Main Street
Buzzards Bay, MA 02532

2011 NOV 25 AM 10 59
TOWN CLERK'S OFFICE
BOURNE, MASS

Bourne Veteran's Memorial Community Center Trustees Meeting
Tuesday, November 29, 2011
4:30 pm

AGENDA

1. Call to Order
2. Acceptance of October 25, 2011 Meeting Minutes
3. Director's Report
4. Maintenance Projects
 - Past project updates
 - New items, discussion and possible vote
5. Policy Discussion-
 - Building utilization
 - Regulations
5. Trustees' Report
6. Public Comment
7. Adjournment

Noyes, Charlie

From: Noyes, Charlie
Sent: Thursday, December 01, 2011 10:05 AM
To: Donald Picard (DPicard@townofbourne.com); George Sala (gsala@townofbourne.com); Stanley Andrews (stanleyamy@verizon.net); Lisa Plante (lplante@townofbourne.com)
Subject: Community Building policies discussion

These are the points I discussed at the Nov 29th meeting.

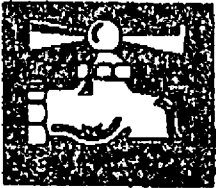
**Board of Trustees
Policies**

FOR DISCUSSION PURPOSES...

The Bourne Veteran's Memorial Community Building (Community Building), in order to address the needs of all members of the community has established the following policies:

- Only Town of Bourne departments, offices, or boards shall be tenants of the building.
- Town of Bourne departments, offices, or boards seeking space within the community building shall submit a written request to the Board of Trustees, who shall vote to approve or deny the request.
- No private organization or business shall conduct operations within the Community Building.
- A private organization or business may provide services through a Community Building tenant as long as state and local procurement laws are followed.
- Town of Bourne departments, offices, or boards shall have community building space assigned by the building director.
- The Building Director may assign space usage to outside groups and organizations after meeting the needs of the building tenants.
- A member of the Community Building staff shall be present at all times the building is open, both for public and private events.

2011 DEC 1 AM 10 10
TOWN CLERK'S OFFICE
BOURNE, MASS



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

2011 JAN 5 PM 3 57

TOWN CLERK'S OFFICE

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS WEDNESDAY, JANUARY 12, 2011

8:30 A.M. Convene meeting – Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:

Minutes:

December 14, 2010 Regular Session

December Commitment and abatements

Approve warrant

AGENDA

Regular Session

NEW BUSINESS

1. Preliminary Budget Discussion
2. Bourne Tank – Additional antennas
3. Revision of sub-division water main requirements

SUPERINTENDENTS REPORT

To Town Clerk Please Post

Posted 1/05/2010

COMMISSIONER'S MEETING January 12, 2011

THE MEETING WAS DULY POSTED

2011 JUN 17 AM 11 25
THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT: COMMISSIONERS BRIAN HANDY
MICHAEL LYONS AND PETER WAY, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT
ANDREW CAMPBELL.

MR. CAMPBELL STATED THAT HE HAD HEARD AGAIN BY E-MAIL FROM DAVID SPRAGUE REGARDING THE INSTALLATION OF ANTENNAS ON THE BOURNE TANK. HE IS WORKING IN CONJUNCTION WITH THE BARNSTABLE POLICE AND THE COUNTY SHERIFF'S OFFICE. HE SEEMS TO THINK HE CAN GO AHEAD WITH NO APPROVALS NEEDED. I E-MAILED HIM EXPLAINING THAT HE NEEDS TO GET A LETTER TO THE BOARD WITH SPECS AND THE BOARD WOULD MAKE THE DECISION IF IT IS OKAY TO PROCEED. I AM NOT SURE IF THIS IS CREDIBLE OR NOT.

MR. LYONS STATED THAT HE WAS FAMILIAR WITH THE SITUATION. THE REASON THE STATE POLICE ARE INVOLVED IS BECAUSE THEIR SYSTEM IS A TRUNKING SYSTEM AND ALL THE FIRE DEPARTMENTS AND POLICE DEPARTMENTS ON THE CAPE USE THE STATE POLICE FREQUENCIES. RALPH SWENSON IS THE RADIO GUY FOR THE SHERIFF'S OFFICE. WE NEED TO MAKE SURE THERE IS ONE ENTITY RESPONSIBLE FOR DAMAGES ON THE TANKS, SHOULD THERE BE SOME, AND WHO IS ACCESSING THE ANTENNAS.

MR. HANDY STATED THAT WE HAVE AN EASEMENT BUT THERE WAS AN ISSUE WITH ACCESS FOR OTHERS. MR. CAMPBELL STATED THAT HE WAS FAIRLY SURE THE SHERIFF'S OFFICE HAS AN EASEMENT AS WELL.

THE BOARD SUGGESTED THAT MR. CAMPBELL CONTACT HIM AGAIN REQUESTING A LETTER OF INTENT AND SPECIFICATIONS FOR THE ANTENNAS AND THE BOARD WOULD DISCUSS IT WHEN THE LETTER IS RECEIVED.

MR. CAMPBELL GAVE THE BOARD A LETTER FROM LEO YUSKUS OF HALEY AND WARD WHICH CONTAINED SUGGESTIONS FOR REVISIONS TO THE SUB-DIVISION WATER MAIN POLICY. (ATTACHED) MR. WAY SAID HE FELT THAT THE WORDING OF "Water mains should be looped whenever practical" SHOULD BE INVESTIGATED AS TO HOW THAT IS DEFINED.

MR. CAMPBELL STATED THAT THE CONTINUATION OF THAT STATEMENT INCLUDES THE FACT THAT ALL AVENUES HAVE BEEN INVESTIGATED AND EXHAUSTED BEFORE THE BOARD WOULD ALLOW A DEAD END MAIN. MR. WAY ASKED IF THEY COULD NOT GET AN EASEMENT COULDN'T THEY GO UP ONE SIDE OF THE ROAD AND COME DOWN THE OTHER AND TIE BACK INTO THE MAIN THEN YOU WOULD HAVE A LOOPED MAIN. MR. CAMPBELL STATED THAT YOU NEED A DIFFERENCE IN SIZE OF THE MAIN THAT YOU LOOP BACK INTO IN ORDER TO CREATE A CHANGE OF PRESSURE WHICH IS WHAT ALLOWS THE WATER TO MOVE. IF YOU LOOP BACK INTO THE SAME MAIN YOU TAP FROM YOU DON'T HAVE THAT PRESSURE. MR. HANDY STATED THAT IT WOULD ELIMINATE THE POSSIBILITY THAT YOU WOULD HAVE TO FLUSH.

MR. CAMPBELL SAID NOT NECESSARILY, THE ONLY ADVANTAGE IS THAT IF THE MAIN BROKE ON ONE SIDE YOU CAN SHUT OFF A GATE AND STILL HAVE WATER ON THE OTHER SIDE AND AN ACTIVE HYDRANT IN THE MIDDLE. IF THERE WAS A SEASONAL POPULATION AND ONLY 25% OF THE HOMEOWNER'S WERE THERE YOU WOULD GET STAGNANT WATER. HYDRAULICALLY THE SIDE WITH THE MOST DEMAND WILL PULL WATER AND WATER WOULD SIT IN THE MIDDLE.

MR. HANDY SAID HE FELT MR. YUSKUS' WORDING WAS NOT STRONG ENOUGH AND SHOULD SAY NO DEAD-END MAINS. MRS. WARD STATED THAT IN SPEAKING WITH MR. YUSKUS HE EXPLAINED THAT HE WAS FOLLOWING D.E.P. GUIDELINES AND FELT THAT EACH SUB-DIVISION NEEDED TO BE HANDLED SEPARATELY. IN STATING THAT ALL AVENUES BE INVESTIGATED

COMMISSIONER'S MEETING January 12, 2011

AND LISTING A SUMMARY OF STEPS INVOLVED HE IS TRYING TO MAKE THIS POLICY SOMETHING THAT WILL STAND UP IN COURT.

THE BOARD SUGGESTED MR. CAMPBELL AND MRS. WARD GO OVER THE EXISTING POLICY AND MARK IT UP WITH POSSIBLE CHANGES AND THEY WILL LOOK AT IT AT THE NEXT MEETING.

MR. CAMPBELL STATED THAT HE WOULD LIKE THE BOARD TO APPROVE AN EXTRA HOUR TO THE THREE HOURS PER DAY OF OVERTIME PAID TO THE PERSON DOING PUMPING STATIONS ON THE WEEKEND FROM MAY TO SEPTEMBER. MR. WAY ASKED WHAT HAS CHANGED THAT THE STATIONS COULD NOT BE DONE IN THE THREE HOUR TIME PERIOD. MRS. WARD STATED THAT IT HAD BEEN A LONG TIME SINCE THERE WAS TIME ADDED TO THAT JOB. SINCE THEN WE HAVE TAKEN OVER SOUTH SAGAMORE INCLUDED SCRAGGY NECK AND ADDED THE CO-OP STATION. PUMPING HAS INCREASED WHICH INCREASES THE ADDITION OF LIME.

MR. WAY ASKED IF WE COULD GIVE COMP TIME RATHER THAN AN EXTRA HOUR. MR. CAMPBELL STATED THAT THIS IS THE BUSY TIME OF THE YEAR AND HE WOULD LOSE MEN IN THE FIELD BY OFFERING COMP TIME. MRS. WARD STATED THAT SHE DID NOT FEEL COMFORTABLE WITH INSISTING SOMEONE TAKE COMP TIME AS OPPOSED TO OFFERING THE OPTION. MR. LYONS STATED THAT WE WOULD NEED TO MAKE A POLICY FOR COMP TIME. THE BOARD DECIDED TO DISCUSS THIS FURTHER AT THE NEXT MEETING.

MRS. WARD GAVE THE BOARD A BREAKDOWN OF THE PRELIMINARY BUDGET FOR FISCAL 2012. SHE STATED THAT THE NUMBERS FOR THE INCREASE IN MEDICAL INSURANCE HAVE NOT COME IN YET NOR HAD THE COST OF LIVING INCREASE FIGURES FROM THE BUREAU OF LABOR STATISTICS. SHE STATED THAT BOTH SHE AND MR. CAMPBELL HAD MADE SUGGESTIONS FOR CHANGES, DETAILED IN THE SPREADSHEET, THAT THE BOARD COULD THINK ABOUT BEFORE STARTING TO DECIDE ON A FINAL BUDGET. SHE ASKED THE BOARD FOR GUIDANCE AS TO HOW THEY WOULD LIKE PAYROLL FIGURED. MR. LYONS STATED THAT YOU NEED TO LOOK AT THE STEP RAISES THAT WILL LIKELY BE GRANTED THIS FISCAL YEAR AND THEN WORK OUT THE NUMBERS WHEN YOU GET THE COST OF LIVING FIGURES.

MR. CAMPBELL STATED THAT BROOKSIDE HAS MET ALL OF THE CONDITIONS WITH ONLY ONE MINOR CHANGE THEY NEED TO MAKE TO THE LETTER AGREEING TO AN ESCROW ACCOUNT WHICH WOULD DETAIL THAT AN EXTRA \$500.00 WOULD BE CHARGED TO EACH OF THE FIRST 30 UNITS ON THE APPLICATION FOR SERVICE FOR EACH UNIT, UNTIL THE \$15,000 IS COLLECTED.

HE STATED THAT ATTORNEY O'CONNOR IS DRAFTING THE EASEMENT DOCUMENT AND WILL FILE IT AT THE REGISTRY. MR. LYONS ASKED HIM TO FOLLOW UP ON THAT AND MAKE SURE IT IS DONE.

MR. HANDY ASKED WHY WE DIDN'T RECEIVE A LETTER FROM THEM REGARDING STIPULATION #6 STATING THEY AGREED TO THE FACT THAT WHOEVER DEVELOPS BAY VIEW CAMPGROUND WOULD HOOK BACK INTO THE MAIN AT THE EASEMENT. MR. CAMPBELL STATED WE DID NOT ASK FOR A LETTER, IT WAS JUST A STIPULATION FOR ALLOWING THEM WATER. THE BOARD WILL HAVE THE OPPORTUNITY TO ENFORCE THAT WHEN THEY APPLY FOR WATER.

MR. LYONS STATED THAT HE FELT THEY HAD SATISFIED OUR REQUESTS AND WE SHOULD ALLOW THEM WATER. HE MADE A MOTION TO APPROVE BROOKSIDE'S REQUEST FOR WATER, MR. WAY SECONDED THE MOTION AND THE BOARD VOTED TWO FOR AND ONE AGAINST ALLOWING BROOKSIDE'S REQUEST FOR A WATER MAIN EXTENSION.

SUPERINTENDENTS REPORT

MR. CAMPBELL REPORTED THAT TOM MCCLAIN CAME IN WITH A DOCTOR'S NOTE EXTENDING HIS NO DUTY STATUS 3 MORE WEEKS. HE WILL BE SEEING A SPECIALIST TO DETERMINE IF HE NEEDS SURGERY.

HE REPORTED THAT THE NEWEST EMPLOYEE, DAVID HOPE, IS FITTING IN WELL WITH THE CREW AND DOING WELL.

HE STATED THAT JOHN ENGLISH HAS PASSED HIS T-1 TEST AND DAVID TSIAKOS HAS PASSED HIS D-1. HE WILL BE REQUESTING STEP RAISES FOR THEM WHEN THE LICENSES ARE RECEIVED.

HE SAIS HE PLANNED TO HIRE GEORGE ELDRIDGE TO INSTRUCT AND WORK WITH BOB PROPHETT AND DAVE TSIAKOS FOR THEIR CLASS A ROAD EXAM.

HE STATED THAT HE WAS MEETING WITH VERIZON TO GET CELL PHONES FOR THE MEN TO BE USED FOR WORK RELATED ISSUES ONLY. HE WILL BE ASKING THAT THEY LEAVE THEIR PERSONAL PHONES AT THE SHOP TO BE USED ONLY ON BREAK AND AT LUNCH.

HE SAID THE HYDRANT PROGRAM HAS BEEN PUT ON HOLD UNTIL MARCH WHEN HE PLANS TO HAVE A VERY ACTIVE YEAR OF HYDRANT REMOVALS, RELOCATIONS AND REPLACEMENTS. HE STATED THAT THERE WERE SEVERAL BROKEN GATES THAT NEED TO BE REPLACED IN SOUTH SAGAMORE , WHICH WILL REQUIRE MUCH PLANNING AS MOST ARE IN STATE ROADWAYS AND WE WILL NEED TO GET ROAD PERMITS.

MR. CAMPBELL REPORTED THAT HE HAD A DECEMBER MEETING WITH CRAIG MACDONNELL OF FISH AND WILDLIFE, JASON ZIMMER SOUTHEAST DISTRICT MANAGER OF DFW, MARK BEGLEY OF THE ENVIRONMENTAL MANAGEMENT COMMISSION AND LEO YUSKUS AND JOHN O'BRIEN OF HALEY AND WARD TO DISCUSS THE PERMIT AND LICENSING OF LAND USE FOR WS-4 AS WELL AS TO GO OVER THE PRELIMINARY PLANS FOR STATION 8.

THE EMC REQUESTED A SMALLER FOOTPRINT BUT SAID WE WERE WITHIN OUR RIGHTS UNDER CHAPTER 47. WE DECIDED TO CLEAR A SMALLER AREA OF THE LAND. MR. MACDONNELL HAD CONCERNS REGARDING THE LEASE AND THE SCOPE OF ARTICLE 97 AND ASKED THAT THE DISTRICT SEEK LEGAL COUNCIL IN REGARDS TO THE PLACEMENT OF PERMANENT STRUCTURES ON COMMONWEALTH LAND WITH ONLY A 5 YEAR RENEWABLE PERMIT. LEO SUGGESTED THAT WE SEEK OUT BILL HENCHY WHO HAS WORKING KNOWLEDGE OF CHAPTER 47 AND ARTICLE 97 TO SEE IF WE NEED TO APPROACH THE LEGISLATORS FOR A 99 YEAR LEASE OR IF WE CAN PROCEED WITH THE 5 YEAR RENEWABLE PERMIT. WE WOULD NEED LEGISLATION IN ORDER TO PROCURE THE 99 YEAR LEASE AND FROM WHAT I UNDERSTAND THAT IS A VERY LONG PROCESS AND WOULD PUT THE PROJECT ON HOLD FOR QUITE SOME TIME. THERE IS A GRAY AREA IN REGARDS TO PERMANENT STRUCTURES ON COMMONWEALTH LAND. TO GET THE PROJECT GOING THE EASIEST WAY WOULD BE TO GO WITH THE FIVE YEAR PERMIT AND AFTER SEVERAL YEARS START THE PROCESS FOR THE 99 YEAR LEASE. MR. HANDY ASKED WHAT WOULD HAPPEN IF WE DO THAT, BUILD THE STATION AND WELL AND THEY SAY NO TO THE 99 YEAR LEASE? MR. CAMPBELL STATED WE WOULD HAVE TO PETITION THE COURT. THEY WOULD HAVE TO HAVE AN IRON CLAD CASE AND PROVE WE WERE ABUSING THE LAND IN ORDER TO DENY THE LEASE AND ASK US TO PULL OUR STRUCTURES.

CHAPTER 47 STATES WE HAVE THE RIGHT TO PUT PERMANENT STRUCTURES ON THE LAND, IT'S CHAPTER 97 THAT BRINGS IN THE GRAY AREA. NONE OF US HAVE THE KNOWLEDGE OF THESE LAWS TO MAKE AN INFORMED DECISION.

COMMISSIONER'S MEETING January 12, 2011

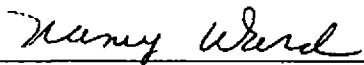
HE SAID THAT LEO HAD SPOKEN WITH MR. HENCHY AND HE AGREED TO HAVE AN INITIAL CONSULTATION AT NO CHARGE. I RECOMMEND WE HAVE HIM COME IN AS SEEK HIS ADVICE BEFORE WE PROCEED.

MR. LYONS ASKED IF HE HAD SPOKEN WITH ATTORNEY O'CONNOR IN THIS REGARD. MR. CAMPBELL SAID HE HAD AND FORD ALSO SUGGESTED TALKING WITH MR. HENCHY BECAUSE HE HAS MUCH MORE KNOWLEDGE IN THAT AREA.

AFTER SOME DISCUSSION THE BOARD VOTED 2 TO 1 TO ALLOW MR. CAMPBELL TO MEET WITH MR. HENCHY IN THIS REGARD.

THE MEETING ADJOURNED AT 10:30 AM.

RESPECTFULLY SUBMITTED,




NANCY WARD
DISTRICT CLERK


BOARD OF WATER COMMISSIONERS



BRIAN S. HANDY, CHAIRMAN



MICHAEL R. LYONS



PETER R. WAY

**BOURNE WATER DISTRICT**

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4061

2011 FEB 11 AM 8 30

TOWN CLERK'S OFFICE

MEETING NOTICE
BOURNE WATER DISTRICT BOARD OF WATER
COMMISSIONERS
WEDNESDAY, FEBRUARY 16, 2011

8:30 A.M. Convene meeting – Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:

Minutes:

January 12, 2011 Regular Session

January Commitment and abatements

Approve warrant

AGENDA

Regular Session

NEW BUSINESS

1. Leo Yuskus – WS-4
2. Budget discussion – Policy for License Raises
3. Step Raise -- Sean Ventura – Backflow tester's license

SUPERINTENDENTS REPORT

To Town Clerk Please Post

Posted 2/11/2011

THE MEETING WAS DULY POSTED

2011 JUN 17 AM 11 25

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT; COMMISSIONERS BRIAN HANDY, MICHAEL LYONS AND PETER WAY, CLERK/TREASURER NANCY WARD, SUPERINTENDENT ANDREW CAMPBELL AND LEO YUSKUS OF HALEY AND WARD.

THE COMMISSIONERS SIGNED THE MINUTES OF THE JANUARY 12, 2011 MEETING, COMMITMENT FOR JANUARY AND THE WARRANT.

MR. YUSKUS STATED THAT A DECISION HAS TO BE MADE AS SOON AS POSSIBLE REGARDING HOW WE PROCEED WITH WS-4. CHAPTER 47 WAS DEVELOPED IN 2002 IN RELATION TO THE CO-OP AND GAVE CONTROL OF STATE LAND TO FISH AND WILDLIFE. ARTICLE 97 IS AN AMENDMENT TO THE CONSTITUTION FOR THE PROTECTION OF CLEAN AIR AND WATER FOR THE CITIZEN'S OF THE COMMONWEALTH. ROMNEY INSISTED THAT THE ATTORNEY GENERAL BE MORE STRINGENT IN HOW THE LAW WAS INTERPRETED. MORE THAN LIKELY IF WE GO FOR A 99 YEAR LEASE WE WILL NEED A 2/3 VOTE OF THE LEGISLATURE. THIS CAN BE TIME CONSUMING, ALL THESE SMALL BILLS ARE HANDLED AT THE END OF THE SESSION AND HAVE TO GO THROUGH THREE READINGS AND THEN TO THE FLOOR FOR A VOTE. WE WOULD NEED TO SPEAK WITH THE POLITICIANS TO GET SOMEONE WITH INFLUENCE TO PRESENT THE VOTE. IF THE BILL DOESN'T MAKE IT THROUGH THE PROCESS IT DIES AND WE HAVE TO WAIT UNTIL THE END OF THE NEXT YEARS SESSION.

THE ARMY CORP AGREED TO GIVE US A LICENSE BUT THE DIVISION OF FISH AND WILDLIFE AND THE ARMY GUARD GAVE US .54 ACRES NOT THE 400 FOOT RADIUS THAT WE NEED AROUND THE WELL. THEY ONLY PROMISED NOT TO DO ANYTHING IN THAT AREA.

TERRY DAYAIN OF DEP SPOKE AS THOUGH THE MMI GROUNDWATER PROTECTION POLICY WOULD GIVE US THE PROTECTION THAT WE NEED AND I THINK DEP WILL ACCEPT THAT. IN DEALING WITH THE BASE NO ONE WANTS TO MAKE IT EASY.

WE NEED AN INTERPRETATION OF ARTICLE 97 FROM THE ATTORNEY GENERAL FOR OUR CASE FOR A LEASE. IF A VOTE OF THE LEGISLATURE IS NECESSARY WE NEED TO GET SOMETHING WRITEN AND THE POLICY CLARIFIED BY SOMEONE WHO HAS EXPERIENCE IN THIS AREA AND I THINK BILL HENCHY WOULD BE THE ONE TO TAKE CARE OF IT.

MR. HANDY STATED THAT MR. HENCHY WAS NOT SUCCESSFUL IN GETTING A LEASE FOR THE CO-OP. MR. HENCHY'S THOUGHT WAS THAT THE ENABLING ACT FOR THE CO-OP MADE IT LEGAL FOR THEM TO BE THERE.

MR. YUSKUS STATED THAT TIME IS IMPORTANT. COSTS GO UP IN TIME. IF WE GO FOR A 5 YR. LICENSE WE WILL BE CLEAR IN 2-3 MONTHS. WE CAN WORK ON THE 99 YEAR LEASE SIMULTANEOUSLY. THEN WE CAN BID THE PROJECT AND BEGIN CONSTRUCTION WHILE WE WORK ON THE LEASE. THE ADVANTAGES TO GETTING THE LICENSE FIRST IS THAT NO LEGISLATIVE APPROVAL IS REQUIRED. PRESENTLY WE HAVE A SUPPORT TEAM IN PLACE WITH MIKE MINIOR AND TERRY DAYIAN. IF WE WAIT TO PROCURE THE LEASE WE MAY LOSE THEM AND OPEN A WHOLE NEW CAN OF WORMS. WE NEED AN ATTORNEY TO MEET WITH THE ATTORNEY GENERAL FOR AN INTERPRETATION OF ARTICLE 97 TO SEE IF WE NEED A 2/3 VOTE OF THE LEGISLATURE.

MR. CAMPBELL STATED THAT CRAIG MCDONNELL OF FISH AND WILDLIFE SEEMED MUCH MORE RECEPTIVE TO GETTING ANOTHER ATTORNEYS INTERPRETATION RATHER THAN SPEAKING WITH US. EVERYONE INVOLVED ON THE BASE HAS GIVEN US A VERBAL OK ON THE LICENSE. IN THE MEETING WITH BILL HENCHY HE WAS IN AGREEMENT AND FELT HE COULD MOVE ON THE 5 YEAR LICENSE SO WE CAN BEGIN CONSTRUCTION. AS TO THE QUESTION OF WHETHER THEY WOULD NOT RENEW THE LEASE AND EVICT US AFTER THE 5 YEARS WERE UP

COMMISSIONER'S MEETING February 16, 2011

HE FELT IT WOULD BE POLITICAL SUICIDE FOR ANY DIRECTOR TO INSIST ON THAT FROM A WATER SUPPLY AND THE CHANCES OF THAT HAPPENING ARE SLIM TO NONE. HE STATED THAT HE SPOKE WITH MARK BEGLEY OF MASS ENVIRONMENTAL AND HE ALSO AGREED THAT ONCE WE DID THE CONSTRUCTION THEY WOULD NOT PUT US OUT. ONCE WE ARE THERE HENCHY SAID WE WOULD HAVE NO PROBLEM EXTENDING THE LICENSE BECAUSE CHAPTER 47 GIVE US THE RIGHT TO BE THERE.

MR. WAY ASKED MR. YUSKUS IF WE SHOULD GET THE 5 YEAR LICENSE AND GO FORWARD WITH THE 99 YEAR LICENSE. MR. YUSKUS STATED THERE WAS NO DOWN-SIDE TO DOING IT THAT WAY. YOU CAN ALWAYS RENEW THE LICENSE UNTIL THE 99 YEAR LEASE IS IN PLACE.

MR. HANDY STATED THAT HE WAS NOT COMFORTABLE WITH GETTING THE 5 YEAR LICENSE. WE NEED GET THIS RIGHT AND TOTALLY LEGAL. IT MAY BE LEGAL TO START WITH THE LICENSES BUT I DON'T FEEL IT'S RIGHT TO GO AHEAD WITHOUT THE 99 YEAR LEASE. MY CONCERN IS THAT THE CONTRACT STATES WE WILL HAVE TO SHUT DOWN WELLS 2&5.

MRS. WARD STATED THAT THE WAY SHE READS THE CONTRACT, IT STATES THAT 2&5 WILL HAVE TO BE SHUT DOWN IF THEY ARE CONTAMINATED AND THEY AREN'T. IT ALSO STATED THAT AS LONG AS THERE IS A THREAT OF CONTAMINATION THEY DON'T NEED TO BE DECOMMISSIONED, AND WE KNOW THERE WILL ALWAYS BE A THREAT.

MR. CAMPBELL STATED HE SPOKE WITH MIKE MINOR RECENTLY AND HE AFFIRMED THE FACT THE WE WOULD NOT NEED TO SHUT DOWN 2&5. THIS IS THE REASON WE NEED TO GO FORWARD QUICKLY WHILE THESE PEOPLE ARE STILL ON THE PROJECT. THE CHANCE OF CONTAMINATION IS VERY SMALL WITH THE TREATMENT UPGRADIENT.

MR. LYONS STATED THAT HE IS AGAINST SHUTTING DOWN WELLS 2&5 AS WELL BUT CAN'T SEE ANYONE ASKING US TO DO THAT IN THE FUTURE. I THINK WE GO FORWARD AND FIGHT THAT BATTLE IF IT HAPPENS.

MR. WAY ASKED WHAT MR. HANDY FELT WAS DISINGENUOUS ABOUT GETTING THE LICENSE AND THEN PURSUING THE LEASE? MR. HANDY STATED THE RIGHT WAY OF DOING THIS IS TO HAVE THE RIGHT TO BE THERE FOREVER BEFORE WE INVEST THE MONEY.

MR. LYONS STATED THAT HE AGREED WITH THE MONEY THEORY BUT THE MONEY WAS DESIGNATED BY THE GOVERNMENT FOR THE PROJECT AND IF THEY EVICT US AFTER THE PROJECT IS DONE AND PAID FOR THEY HAVE TO ANSWER TO THE RATE PAYERS, NOT US.

MR. WAY STATED THAT IF WE GO STRAIGHT TO THE LEASE OPTION AND IT GETS DELAYED WE ARE BACK TO SQUARE ONE. I SENSE URGENCY IN GETTING THIS DONE. EVERYONE HERE WOULD LIKE IT TO BE CLEANER AND TO PLAY BY THE RULES. BUT THE RULES ARE FUZZY. DO WE DO THE RIGHT THING BY GETTING THE 99 YEAR LEASE FIRST AND THEN GET THE SHORT END OF THE STICK? I THINK WE NEED TO MAKE A DECISION.

MR. YUSKUS STATED THAT THE BOARD NEEDS TO DECIDE FIRST OF ALL WHETHER TO PROCEED WITH WS-4, SECONDLY WHETHER WE PURSUE THE LEASE OR LICENSE OR GET THE LICENSE AND PURSUE THE LEASE SIMULTANEOUSLY AND THIRDLY WHETHER THE BOARD IS IN AGREEMENT TO HIRE AN ATTORNEY FOR LEGAL ASSISTANCE IN GETTING THE LICENSE AND LEASE.

MR. LYONS MADE A MOTION TO GO FORWARD WITH THE LICENSE AND LEASE SIMULTANEOUSLY AND TO ALLOW MR. CAMPBELL TO HIRE LEGAL COUNSEL IN THAT REGARD. MR. WAY SECONDED THE MOTION AND THE BOARD VOTED 2-1, MR. LYONS AND MR. WAY FOR AND MR. HANDY AGAINST.

MR. YUSKUS LEFT THE MEETING.

MRS. WARD STATED THAT SHE WOULD LIKE THE BOARD TO CONSIDER DOING AWAY WITH THE CLASS/STEP PAY SCHEDULE. SHE STATED THAT IT HAS NEVER MADE SENSE TO HER AND IT WAS SOMETHING RALPH BROUGHT WITH HIM FROM FALMOUTH. SHE SAID SHE THOUGHT IT COULD BE USED AS A GUIDE WHEN HIRING A NEW EMPLOYEE BUT FELT THAT THE BOARD COULD INSTITUTE A BETTER POLICY BY ALLOWING A FIFTY CENT/HR INCREASE ON LICENSES AND DECIDING ON MERIT RAISES ON A CASE BY CASE BASIS. SHE ALSO ASKED THE BOARD TO CONSIDER WHAT THEY EXPECT FOR LICENSES. DO WE NEED EVERY CREWPERSON TO HAVE ALL THE LICENSES?

MR. WAY STATED THAT WE ARE NOT ADDING VALUE WITH EVERYONE HAVING EVERY LICENSE. MR. LYONS AGREED AND ASKED THAT MR. CAMPBELL MAKE A SCHEDULE OF WHAT LICENSES EACH PERSON SHOULD HAVE AND WHAT LICENSES WE ONLY NEEDED SEVERAL PEOPLE TO BE LICENSED WITH.

MR. HANDY STATED THAT HE HAD TROUBLE WITH INCREASES FOR LICENSES BECAUSE IT'S NOT JUST THEIR VALUE TO THE DISTRICT, THE EMPLOYEE ALSO INCREASES THEIR OWN VALUE AND CAN GET A JOB SOMEWHERE ELSE AFTER WE PAY FOR THE LICENSES.

MR. CAMPBELL SAID HE FELT THAT MAYBE RATHER THAN JUST GIVING A RAISE FOR A LICENSE WE NEED TO HAVE A SPECIFIED TIME PERIOD IN WHICH I COULD ASSESS WHETHER THE KNOWLEDGE OBTAINED BY GETTING THE LICENSE ACTUALLY INCREASED THE EMPLOYEES PERFORMANCE.

MR. LYONS STATED HE DID FEEL THAT EMPLOYEES SHOULD GET A RAISE FOR LICENSES BUT HE FELT THE BOARD SHOULD HAVE MORE CONTROL OVER WHAT LICENSES WERE OBTAINED.

THE BOARD DECIDED TO FINISH THIS DISCUSSION AFTER LOOKING AT THE SCHEDULE AT THE NEXT MEETING.

MRS. WARD PRESENTED THE BOARD WITH A PROPOSED BUDGET FOR FY12. SHE STATED THAT IN ORDER TO COMPARE APPLES TO APPLES SHE HAD TO REWORK PAYROLL FOR THIS YEAR WITH THE PEOPLE WE HAVE AND ANY EXPECTED STEP RAISES FOR THIS YEAR. WE HAD BUDGETED \$604,000 FOR FY11 BUT WITH ALL THE FIGURES AS THEY ARE TODAY THE BUDGET FOR PAYROLL WOULD HAVE WORKED OUT AT \$585,500.00.

SHE STATED SHE CHECKED THE BUREAU OF LABOR STATISTICS AND SEVERAL OTHER SOURCES FOR THE COST OF LIVING INCREASE FOR 2010. THE RANGE I FOUND WAS 1.54% - 1.9%. I HAVE FIGURED FY12 BUDGET WITH A 2% INCREASE AS WELL AS A 3% INCREASE IN ORDER TO SEE WHAT EACH WOULD COST THE DISTRICT. I HAVE ALSO FIGURED EVERYTHING OUT ON THE PREMISE THAT YOU AGREE TO THE 38 EXTRA HOURS FOR PUMPING STATION MID-MAY THROUGH MID- SEPT.

MRS. WARD STATED THAT MR. CAMPBELL IS PREDICTING 7 LICENSE RAISES (COST \$7,280) FOR FY12. THAT MAY CHANGE AFTER YOU GO OVER THE SCHEDULE FOR LICENSES AT THE NEXT MEETING.

THE COST FOR A 2% RAISE WOULD BE \$11,020. AND FOR A 3% RAISE WOULD BE \$16,720. THIS DOES NOT INCLUDE MERIT OR MANAGEMENT RAISES.

MR. LYONS STATED THAT HE WOULD GO ALONG WITH A 2% INCREASE IN THIS ECONOMY. THE REST OF THE BOARD HAD NOT DECIDED.

MRS. WARD STATED THAT IN THE OFFICE BUDGET YOU WILL SEE THAT TUITION AND LICENSES HAVE EACH BEEN INCREASED BY \$1000 TO SUPPORT THE LICENSES THAT THE EMPLOYEES WILL BE OBTAINING AND AN ADDITIONAL \$1000 FOR POSTAGE, I HEARD THERE WILL BE AT LEAST 1 RATE INCREASE NEXT YEAR.

COMMISSIONER'S MEETING February 16, 2011

MR. LYONS SAID WE SHOULD LOOK INTO E-BILLING WHICH WOULD SAVE A LOT IN POSTAGE. MR. CAMPBELL STATED HE WAS STARTING TO PLAN FOR A WEBSITE AND THAT WOULD FIT IN NICELY.

MRS. WARD STATED THAT WE ADDED \$1000 TO OFFICE ENGINEERING AS WE GOT CAUGHT SHORT THIS YEAR AND IF THERE ARE SMALL THINGS WE NEED TO HAVE DONE OTHER THAN THOSE THAT ARE IN REGARD TO CONTAMINATION WE HAVE NO APPROPRIATION.

WE ADDED \$500. FOR THE CCR REPORT AS PRINTING COSTS ARE GOING UP. MR. HANDY STATED THAT HE LOOKED ON THE DEP WEBSITE AND ONLY SYSTEMS WITH OVER 10,000 CUSTOMERS HAD TO MAIL THE CCR'S. MRS. WARD STATED SHE WAS UNDER THE IMPRESSION THAT DEP FIGURED EACH ACCOUNT BE MULTIPLIED BY 2.5 PEOPLE IN A PROPERTY WHICH WORKS OUT TO 15,000 CUSTOMERS WITH 6,000 ACCOUNTS. SHE SAID SHE WOULD CHECK WITH DEP.

MR. CAMPBELL STATED THAT HE HAD SPOKEN WITH THE BOARD BEFORE IN REGARDS TO CELL PHONES FOR EACH OF THE MEN. WE GOT A PRICE FOR THEM AND AFTER DEDUCTING THE COST FOR WHAT WE HAVE NOW AS WELL AS THE BEEPER AND ADDING WHAT WE PAY FOR THE LAND LINE AT THE STATIONS THE BUDGET WENT UP BY \$1000.

MR. CAMPBELL STATED HE WOULD LIKE TO INCREASE THE EQUIPMENT BUDGET BY \$5,000 AS HE WANTS TO BUY GET A HYDRAULIC POWER UNIT THAT HE CAN ATTACH TO A MUD PUMP AND A PIPE CUTTER. OTHER ATTACHMENT TOOLS COULD BE ADDED IN THE FUTURE. HE WOULD LIKE TO DECREASE EQUIPMENT REPAIR BY \$2,000 BUT ADD \$2,000 TO SUPPLIES.

MRS. WARD STATED THAT THE UNIFORM BUDGET NEEDS TO GO UP BY \$1,000 IF WE ARE GOING TO SUPPLY THE UNIFORMS AND GET RID OF THE UNIFORM SERVICE. THE COST FOR THE FIRST YEAR TO OUTFIT EVERYONE WOULD BE \$6500 A YEAR BUT THEN GO DOWN TO AROUND \$3400 THEREAFTER. IN 1981 WE PASSED A BY-LAW ALLOWING US TO USE A UNIFORM SERVICE BY ATTORNEY O'CONNOR DID NOT FEEL THAT WE NEEDED AN ARTICLE ON THE WARRANT TO DISCONTINUE THE SERVICE.

MR. CAMPBELL STATED THAT HE WOULD LIKE TO INCREASE THE STOCK BUDGET BY \$7,000, WHICH IS AN INCREASE IN INVENTORY STOCK OF \$3,000 AS BRASS PRICES HAVE ALMOST DOUBLED AND AN INCREASE OF \$1,000 FOR STOCK TOOLS AS WELL AS \$1,000 FOR SUPPLIES AND THEN \$2000 FOR LOAM AND SEED WHICH WE HAVE BEEN COMING UP SHORT ON.

WE DID AN AVERAGE OF WHAT WE HAVE USED FOR GALLONS OF GAS FOR THE LAST 6 MONTHS AND USED \$4.00 PER GALLON FOR FY12 WHICH INCREASED THE BUDGET BY \$5,000.

I HAVE INCREASED THE WORKERS COMP BUDGET BY \$1,000 JUST IN CASE BUT MEGA TOLD ME WE WOULD NOT SEE AN INCREASE IN FY12 IN RELATION TO TOM'S CLAIM. THE MEDICAL INSURANCE BUDGET WENT UP 9,000 WITH INCREASES IN PREMIUMS RANGING FROM 6.8%-12.4%.

AS FAR AS THE RETIREMENT ASSESSMENT OF \$100550., THAT'S SET IN STONE AS WELL AS THE STATE ASSESSMENT AT \$4,000.

MR. CAMPBELL WOULD LIKE TO INSPECT THE PUMP AT STATION 6 AS IT HAS NEVER BEEN PULLED AND ESTIMATES THE COST TO BE AROUND \$10,000. HE WOULD LIKE A 2 WHEEL DRIVE TRUCK FOR THE PERSON DOING THE GIS MAPPING AND WOULD LIKE TO ADD \$5,000 TO WHAT WE APPROPRIATED LAST YEAR FOR THAT LINE.

MRS. WARD GAVE THE BOARD THE PROPOSED FUNDING SCHEDULE FOR THE BUDGET FOR FY12. THE BOARD DECIDED TO FINALIZE THE BUDGET AT THE NEXT MEETING.

COMMISSIONER'S MEETING February 16, 2011

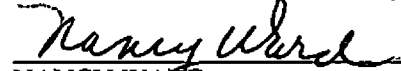
MR. CAMPBELL ASKED THE BOARD TO CONSIDER A RAISE FOR SEAN VENTURA AS HE RECEIVED HIS BACKFLOW TESTERS LICENSE. HE SAID THE RAISE WAS CALCULATED ON THE CLASS AND STEP PAYSACLE AND IF THE BOARD AGREED WOULD BE 72 CENTS AN-HOUR.

MR. LYONS STATED THAT HE FELT WE SHOULD GO BY THE SCHEDULE THE MEN WERE LOOKING AT WHEN THEY WENT FOR THE LICENSE AND MADE A MOTION THAT THE BOARD ALLOW THE RAISE, MR. WAY SECONDED THE MOTION AND THE BOARD VOTED UNANIMOUSLY TO GIVE MR. VENTRUA THE RAISE.

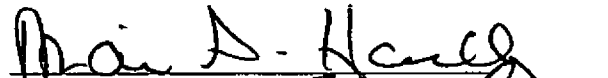
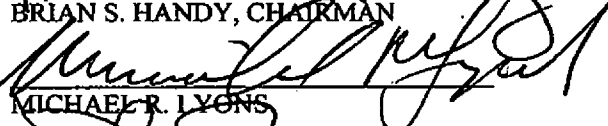
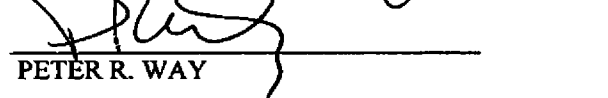
MR. CAMPBELL ASKED THE BOARD TO RE-CONSIDER THE BOARD VOTE ON APRIL 11, 2000 WHICH MADE IT THE BOURNE WATER DISTRICTS RESPONSIBILITY TO MAKE REPAIRS ON THE CROSSOVERS FROM THE MAIN TO THE CURBSTOP AS THAT PIPE ONLY SERVES THAT PARTICULAR PROPERTY. HE STATED HE WOULD LIKE TO BE ABLE TO BILL THE CUSTOMER JUST FOR THE PARTS AS THE PRICES HAD INCREASED DRAMATICALLY. MR. LYONS STATED THAT HE FELT THOSE PIPES ARE PART OF OUR INFRASTRUCTURE AND I STILL BE LIEVE WE SHOULD MAINTAIN THEM. AFTER SOME DISCUSSION THE BOARD DECIDED THAT THE POLICY WOULD REMAIN IN PLACE AND IT WOULD REMAIN THE RESPONSIBILITY OF THE BOURNE WATER DISTRICT FOR THE REPAIRS.

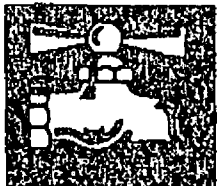
THE MEETING ADJOURNED AT 10:40 AM.

RESPECTFULLY SUBMITTED,


NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY, CHAIRMAN

MICHAEL R. LYONS

PETER R. WAY



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS THURSDAY, MARCH 17, 2011

2011 MAR 11 PM 4 16
TOWN ENGINEERING

8:30 A.M. Convene meeting -- Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:

- Minutes:
- February 16, 2011 Regular Session
- February Commitment and abutements
- Approve warrant

AGENDA

Regular Session

NEW BUSINESS

1. Leo Yuskas WS-4
2. Wind Turbine Feasibility Report
3. Phase 2 Canal Bluffs
4. Budget

OLD BUSINESS

Finalization of:

1. Policy for Licenses and Raises
2. Uniform Policy
3. Policy for extra weekend pumping station duty May- Sept

SUPERINTENDENT'S REPORT

To Town Clerk Please Post
Posted 3/11/2011

COMMISSIONER'S MEETING MARCH 17, 2011

THE MEETING WAS DULY POSTED

2011 JUN 17 AM 11 25

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT; COMMISSIONERS BRIAN HANDY AND MICHAEL LYONS , SUPERINTENDENT ANDREW CAMPBELL AND CLERK/TREASURER NANCY WARD.

THE BOARD SIGNED THE WARRANT, COMMITMENT AND ABATEMENT LIST AND THE MINUTES OF THE MEETING ON FEBRUARY 16, 2011.

MR. CAMPBELL EXPLAINED TO THE BOARD THAT CANAL BLUFFS IS PLANNING TO CONTINUE WITH PHASE TWO OF THERE PROJECT WHICH IS THE CONDO SECTION. THEY WILL BE TAPPING THE EXISTING MAIN WITH A 6" FIRE TAP AND A 4" TAP FOR RESIDENTIAL WATER. THERE WILL BE A DOUBLE CHECK BACKFLOW DEVICE ON THE 6" TAP AND AN RPZ BACKFLOW DEVICE ON THE 4" TAP. WHEN THEY BEGIN PHASE THREE THEY WILL BE ASKING THE VBOARD TO APPROVE A WATER MAIN EXTENSION.

MR. HANDY ASKED IF THEY WERE AWARE OF THE RESTRICTIONS ON IRRIGATION SYSTEMS. MR. CAMPBELL STATED THAT THEY HAVE USED ALTERNATIVE VEGETATION IN THEIR PLANTING RATHER THAN GRASS AND USE A GARDEN HOSE FOR WATERING.

MRS. WARD REPORTED THAT SHE RECEIVED AN E-MAIL FROM THE DIVISION OF UNEMPLOYMENT WHICH CONSISTED OF TWO BILLS FOR A CLAIM FILED BY BRIAN HEGG. SHE SAID SHE HAD SENT THE LETTER TO DISPUTE THE CLAIM AND ATTORNEY O'CONNOR IS LOOKING INTO THE LEGALITY OF HIS COLLECTING UNEMPLOMENT FROM THE BOURNE WATER DISTRICT.

MRS. WARD STATED THAT AS MR. LYONS REQUESTED SHE HAS CHECKED INTO E-BILLING WITH OUR WATER BILLING PROVIDER. AT THIS TIME HE HAS NO WAY OF INCORPORATING THAT INTO THE PROGRAM BUT HE IS LOOKING INTO IT.

MRS. WARD STATED THAT THE WINDMILL FEASIBILITY STUDY IS COMPLETE ANDTHE NUMBERS ARE NOT THAT GOOD. THE MEAN WIND SPEED IS 12 MPH WHICH PUTS US IN THE 0-73% EFFICIENCY LEVEL. MR. CAMPBELL STATED THAT AFTER MEASURING THE SET BACK OF THE MET TOWER TO TARA TERRACE HE FOUND IT WAS ONLY 500'. MR. LYONS STATED THAT HE FELT WE SHOULD POSSIBLY LOOK INTO THE POSSIBILITY OF A TURBINE AT ANOTHER TIME AS THE TOWN IS SETTING UP NEW RULES FOR SET BACKS.

MR. HANDY AGREED AND STATED HE FELT WE WOULD DO BETTER TO LOOK INTO PHOTO VOLTAIC POWER. MR. CAMPBELL STATED THERE WAS AN AREA AT STATION 6 THAT MAY BE APPROPRIATE FOR SOLAR POWER.

LEO YUSKUS OF HALEY AND WARD JOINED THE MEETING AT 9:00AM. HE MAPPED OUT THE FOLLOWING TIME TABLE OF EMAILS AND CORRESPONDENCE WITH THE AGENCIES INVOLVED WITH THE APPROVAL OF WS-4STATED THAT HE RECEIVED AN E-MAIL FROM MAUREEN MCCABE ON 2/16/11 STATING .THAT SHE SENT AN E-MAIL TO THE DIVISION OF FISHERIES AND WILDLIFE (DFW) AND EXPECTED AN APPROVAL FOR THE LICENSE SOON. AT THAT TIME THE ARMY WAS NOT INTERESTED IN GRANTING A LICENSE FOR THE 400 FT. RADIUS ONLY FOR THE LAND THAT NEEDED TO BE DISTURBED

2-16-11 - EMAIL FROM MAUREEN MCCABE OF CORPS OF ENGINEERS, SENT INFORMATION TO THE DIVISION OF FISHERIES AND WILDLIFE (DFW), EXPECTED APPROVAL FOR LICENSE SOON.

COMMISSIONER'S MEETING MARCH 17, 2011

ARMY GUARD NOT INTERESTED IN GRANTING A LICENSE FOR THE 400-FOOT RADIUS, ONLY THE LAND THAT NEEDED TO BE DISTURBED.

2-17-11 - REQUESTED A MEETING WITH DFW, BWD, BILL HENCHY AND HALEY AND WARD TO BE CONDUCTED ON 2-23-11, NO RETURN OF MESSAGE FROM DFW.

2-23-11 - CONFERENCE CALL BETWEEN HALEY AND WARD AND BILL HENCHY TO DISCUSS STRATEGY. BILL WAS TO TRY AND CONTACT MAUREEN. BILL ALSO INDICATED THAT THERE WAS THE POSSIBILITY THAT APPROVAL FROM THE COOPERATIVE MAY BE ALL THAT WE NEED.

2-24-11 - TELEPHONE CALL FROM DFW INDICATING THAT THEY HAD MET WITH ATTORNEYS IN BOSTON AND THE ONLY WAY THIS PROJECT COULD PRECEDE WAS THROUGH THE ARTICLE 97 PROCESS ACQUIRING A LEASE FOR THE PROPERTY.

2-25-11 - RECEIVED AN EMAIL FROM DFW (CRAIG MCDONNELL) INDICATING THAT DWF HAD SUBMITTED COMMENTS TO THE MEPA FILING, INDICATING THAT THEY BELIEVE THAT SECURING THE LAND WOULD REQUIRE GOING THROUGH THE ARTICLE 97 PROCESS. THEY WANTED TO KNOW IF THE BOARD WAS INTERESTED IN PURSUING THIS AVENUE TO PROCURE A LEASE.

2-28-11 - CALL FROM MAUREEN MCCABE INDICATING SHE COULD NOT GO ANY FURTHER WITH THE LAND USE LICENSE UNTIL SHE RECEIVED APPROVAL FROM THE DFW.

3-1-11 - EMAIL FROM MAUREEN INDICATING THAT SHE COULD NOT GO ANY FURTHER WITH THE LICENSE UNTIL APPROVAL FROM THE DFW.

3-16-11 - REQUESTED UPDATE FROM BILL HENCHY.

MR. WAY JOINED THE MEETING AT 9:30.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO HAVE MR. YUSKUS DIRECT MR. HENCHY TO SPEAK WITH THE ATTORNEY GENERAL TO FIND OUT DIRECTLY FROM THE TOP WHETHER WE NEED LEGISLATION IN ORDER TO OBTAIN A LEASE FOR THE AREA HOUSING WS-4.

MR. YUSKUS STATED THAT MR. HENCHY HAS SUGGESTED THAT THE BOARD VOTE TO INCLUDE A WARRANT ARTICLE ON THE ANNUAL MEETING WARRANT ASKING PERMISSION TO FILE FOR HOME RULE LEGISLATION, SHOULD THAT BE THE WAY WE DECIDE TO PROCEED.

THE BOARD VOTED UNANIMOUSLY TO PUT AN ARTICLE ON THE ANNUAL MEETING WARRANT ALLOWING US TO FILE HOME RULE LEGISLATION IN PROCURING A LEASE FROM THE COMMONWEALTH FOR THE AREA HOUSING WS-4.

MR. YUSKUS STATED THAT HE RECEIVED AN E-MAIL REGARDING THE DEMO 1 PLUME THAT HAS ESCAPED THE BOUNDARIES OF THE BASE AND IS MOVING INTO THE PICTURE LAKE AREA. HE SHOWED THE BOARD MAPS OF THE PLUME AS WELL AS A MAP OF OUR ZONE TWO'S. ALTHOUGH HE HAD BEEN ASSURED THAT THIS WOULD NOT AFFECT ANYTHING IN OUR ZONE TWO'S HE WAS SKEPTICAL. HE SAID HE WOULD BE HAPPY TO BE INVOLVED WITH THIS ISSUE IF THEY WOULD LIKE BUT AT THE LEAST WE NEED TO HAVE THE SUPERINTENDENT KEEP AN EYE ON THE SITUATION. YOU MAY WANT TO GET THE MMR PEOPLE IN FOR A MEETING. THE BOARD AGREED TO HAVE MR. CAMPBELL DO THE FOLLOUP IN THIS REGARD.

COMMISSIONER'S MEETING MARCH 17, 2011

MR. YUSKUS STATED THAT IN REGARD TO THE BILL FOR THE MODELING AT BROOKSIDE, HE HAD BROKEN IT DOWN TO WHAT WAS DONE EXCLUSIVELY FOR BROOKSIDE AND WHAT WAS DONE FOR THE BOURNE WATER DISTRICT FOR THE MAIN SPECIFICATIONS. THE TOTAL FOR BROOKSIDE WAS \$4,651.25 AND FOR BWD WAS \$1809.14. HE WAS SKEPTICAL THAT BROOKSIDE WOULD PAY THE BILL. MR. CAMPBELL STATED THAT WHEN WE GAVE THE ORDER OF CONDITIONS TO APPROVE THE MAIN EXTENSION WE DID NOT INCLUDE THAT THEY WERE RESPONSIBLE TO PAY HALEY AND WARDS CHARGES. SEAN SKEHILL WAS TOLD VERBALLY AND SHOWN THE SECTION OF THE WATER MAIN SPECIFICATIONS THAT INCLUDES THE SECTION STATING THAT IF THE BWD REQUIRES AN ENGINEER TO REVIEW DESIGNS IT WILL BE AT THE COST OF THE DEVELOPER.

MR. LYONS SUGGESTED THAT RATHER THAN MAKE THE BILL OUT TO BROOKSIDE, MR. YUSKUS MAKE THE BILL OUT TO US WITH A DESIGNATION THAT THE WORK WAS DONE FOR THE BROOKSIDE PROJECT. IT WAS DECIDED THAT MR. CAMPBELL WOULD HAND DELIVER THE BILL WHEN IT WAS RECEIVED.

MR. YUSKUS LEFT THE MEETING AT 10:30

MRS. WARD STATED THAT AT THE LAST MEETING THE BOARD DISCUSSED DOING AWAY WITH THE CLASS AND STEP METHOD USED FOR PAYROLL AND RAISES AND THERE WOULD BE A SET AMOUNT OF \$.50/HOUR RAISE FOR OBTAINING LICENSES AFTER A PERIOD OF TIME IN WHICH THE SUPERINTENDENT COULD EVALUATE WHETHER THE EMPLOYEES WAS USING THE KNOWLEDGE THE LICENSE PROVIDED. THE BOARD ALSO DISCUSSED BEING INVOLVED IN SELECTING WHO WOULD BE SENT FOR THE SPECIFIC LICENSES. SHE SAID THERE WAS NEVER A VOTE OF THE BOARD IN THAT REGARD.

MR. HANDY STATED THAT HE FELT THERE IS A PROBLEM WITH TYING IN A RAISE WITH OBTAINING LICENSES. HE FELT THAT THERE SHOULD BE MERIT RAISES ON JOB PERFORMANCE. WHEN THE EMPLOYEES WERE HIRED IT STATES IN THEIR JOB DESCRIPTION THAT THEY MUST BE ABLE TO OBTAIN CERTAIN LICENSES IN A SPECIFIED AMOUNT OF TIME, NOT THAT THERE WOULD BE A RAISE FOR THAT.

MR. LYONS STATED THAT HE DIDN'T WANT TO TAKE AWAY THE INCENTIVE FOR OBTAINING THE LICENSE.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO ESTABLISH A MERIT POLICY FOR RAISES WHICH WOULD BE PROPOSED BY THE SUPERINTENDENT OR OFFICE MANAGER AND APPROVED BY THE BOARD. SENDING AN EMPLOYEE FOR LICENSES WOULD ALSO REQUIRE BOARD APPROVAL.

MRS. WARD STATED THAT THE BOARD HAD DISCUSSED CHANGING THE POLICY FOR UNIFORMS IN THAT RATHER THAN USING A UNIFORM SERVICE THE DISTRICT WOULD PROVIDE THE CLOTHING AND THE EMPLOYEES WOULD WASH THEIR OWN. THE EMPLOYEES ARE NOT HAPPY WITH THE UNIFORM SERVICE AND SELDOM WEAR THE CLOTHING OR USE THE WASHING SERVICE. SHE STATED IT WOULD BE MORE EXPENSIVE FOR THE FIRST YEAR BY ROUGHLY \$2,000 BUT WOULD BE \$2,000 LESS IN SUBSEQUENT YEARS.

THE BOARD VOTED UNANIMOUSLY TO CHANGE THE POLICY AND HAVE THE DISTRICT PROVIDE THE CLOTHING AND THE EMPLOYEES TAKE CARE OF CLEANING THEIR OWN UNIFORMS.

MRS. WARD ASKED IF IT WAS THE BOARD'S INTENTION TO ALLOW THE EXTRA HOUR PER DAY REQUESTED BY MR. CAMPBELL FOR THE EMPLOYEES DOING WEEKEND PUMPING STATION DUTY FROM THE MIDDLE OF MAY - THE MIDDLE OF SEPTEMBER. MR. HANDY STATED THAT HE FELT THAT HE COULD APPROVE THE HOUR UNDER THE SUPERVISION.

COMMISSIONER'S MEETING MARCH 17, 2011

OF THE SUPERINTENDENT. THE SUPERINTENDENT SHOULD MONITOR WHEN THE EXTRA HOUR IS NEEDED.

AFTER SOME DISCUSSION THE BOARD VOTED TO ALLOW THE EXTRA TIME AT THE DISCRETION AND SUPERVISION OF THE SUPERINTENDENT.

MRS. WARD PRESENTED THE BUDGET FOR FY 12 WITH DESIGNATIONS FOR ANY CHANGES MADE THAT WERE NOT DISCUSSED AT THE LAST MEETING. SHE STATED THAT AS REQUESTED PAYROLL WAS RUN WITH A 2% COST OF LIVING WHICH LOWERED THE TOTAL TO \$601,100. THE OFFICE COMPUTER LINE WAS INCREASED BY \$2,000 IN ANTICIPATION OF CREATING A WEBSITE AND THE RETIREMENT CONTRIBUTION APPROPRIATION WAS CHANGED IN ORDER TO ROUND THE BUDGET TO AN EVEN NUMBER.

AFTER SOME DISCUSSION MR. LYONS MADE A MOTION TO ACCEPT THE BUDGET AS PRESENTED, MR. WAY SECONDED THE MOTION AND THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE PROPOSED FY12 BUDGET. (ATTACHED)

MR. HANDY MADE A MOTION TO ADJOURN THE MEETING IT WAS SECONDED AND THE MEETING ADJOURNED AT 11:10 A.M.


RESPECTFULLY SUBMITTED,

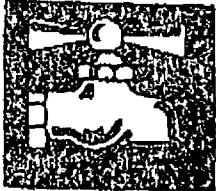

NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY, CHAIRMAN


MICHAEL R. LYONS


PETER R. WAY



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

2011 APR 8 AM 9 53
BOURNE WATER DISTRICT OFFICE

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS WEDNESDAY, APRIL 13, 2011

8:30 A.M. Convene meeting - Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:
Minutes:
March 17, 2011 Regular Session
March Commitment and abatements
Annual District Meeting Warrant
Approve warrant

AGENDA
Regular Session

- NEW BUSINESS
1. UPDATE - WS-4
 2. Finalize Budget
 3. Request for abatement Cutmore-Scott

SUPERINTENDENT'S REPORT
To Town Clerk Please Post
Posted 4/08/2011

COMMISSIONER'S MEETING APRIL 13, 2011

THE MEETING WAS DULY POSTED

2011 JUN 17 AM 11 25

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT; COMMISSIONERS BRIAN HANDY, MICHAEL LYONS AND PETER WAY, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

THE COMMISSIONERS SIGNED THE MINUTES OF THE MARCH 17, 2011 MEETING, COMMITMENT AND ABATEMENTS FOR MARCH, THE WARRANT AND THE ANNUAL DISTRICT MEETING WARRANT.

MRS. WARD STATED THAT AT THE MARCH MEETING THE BOARD HAD APPROVED THE BUDGET AS PRESENTED TOTALING \$1,796,150. THE BOARD HAD ALSO DECIDED NOT TO PROCEED WITH THE WIND TURBINE AT THIS TIME AND POSSIBLY LOOK INTO OTHER ALTERNATIVE ENERGY SOURCES. MRS. WARD SUGGESTED THAT THE BOARD CONSIDER TRANSFERRING \$22,000. FROM THE WIND TURBINE FEASIBILITY STUDY APPROPRIATION WHICH WAS VOTED AT ANNUAL DISTRICT MEETING ON APRIL 23, 2007, TO A NEW APPROPRIATION FOR EXPLORATION AND IMPLEMENTATION OF ALTERNATIVE ENERGY. THIS WOULD INCREASE THE BUDGET BY THAT \$22,000 BUT NOT THE FUNDING.

MR. LYONS MADE A MOTION TO TRANSFER \$22,000 FROM THE WIND TURBINE FEASIBILITY STUDY TO AN APPROPRIATION FOR EXPLORATION AND IMPLEMENTATION OF ALTERNATIVE ENERGY AND INCLUDE THAT LINE ITEM IN THE BUDGET FOR FY12. MR. WAY SECONDED THE MOTION AND THE BOARD VOTED UNANIMOUSLY TO INCREASE THE BUDGET TO \$1,818,150.00 A COPY OF WHICH IS ATTACHED.

MR. CAMPBELL STATED THAT HE, JOHN O'BRIEN AND LEO YUSKUS OF HALEY AND WARD MET WITH THE SCIENCE ADVISORY COUNSEL IN REGARDS TO WS-4, IN THE FIRST OF THREE STEPS THAT ARE NEEDED TO CONTINUE THE PROCESS FOR APPROVAL. THIS IS OVER AND ABOVE THE MEPA PROCESS. HE STATED THAT THERE IS NOTHING TO REPORT IN REGARD TO THE PROGRESS THAT HAS BEEN MADE BY ATTORNEY HENCHY, OTHER THAN HE WOULD LIKE TO MEET WITH THE BOARD TO EXPLAIN THE PROCESS AS WELL AS HIS PROGRESS. THE BOARD AGREED TO HAVE HIM ATTEND THE NEXT MEETING.

MRS. WARD PRESENTED AN E-MAIL FROM MARK CUTMORE OF 11 CANDLEBERRY COUTY REQUESTING CONSIDERATION OF AN ABATEMENT FOR WATER USED IN THE LAST BILLING CYCLE WHICH WAS MUCH MORE THAN NORMAL USAGE AND UNEXPLAINABLE. SHE STATED THEY SAID THEY WERE ONLY THERE FOR 30 DAYS OF THE SIX MONTH CYCLE AND NORMALLY USE 3-4,000 GALLONS IN A SIX MONTH PERIOD AND THIS BILL WAS FOR 52,000 GALLONS. WE PULLED THE METER AND IT TESTED AS ACCURATE.

AFTER SOME DISCUSSION MR. HANDY MADE A MOTION THAT THE BOARD ABATE ONE HALF OF THE CONSUMPTION AND GIVE MR. CUTMORE A ONE TIME ABATEMENT FOR UNUSUAL USAGE. MR. WAY SECONDED THE MOTION AND THE BOARD VOTED UNANIMOUSLY TO ALLOW THE ABATEMENT.

MR. CAMPBELL REPORTED THAT JOHN ENGLISH AND ROBERT PROPHETT HAVE WORKED THROUGH THEIR SIX MONTH PROBATIONARY PERIOD AND THE BOARD NEEDED TO VOTE AS TO WHETHER TO MAKE THEM PERMANENT EMPLOYEES. HE STATED THAT THEY ARE BOTH AN ASSET AND IT WAS HIS RECOMMENDATION THEY BE MADE PERMANENT EMPLOYEES.

THE BOARD VOTED UNANIMOUSLY TO MAKE JOHN ENGLISH AND ROBERT PROPHETT PERMANENT EMPLOYEES OF THE BOURNE WATER DISTRICT.

COMMISSIONER'S MEETING APRIL 13, 2011

MR. CAMPBELL STATED THAT TOM MCCLAIN IS STILL OUT ON WORKERS COMP WITH HIS ELBOW INJURY. IT WAS RECOMMENDED THAT HE HAVE SURGERY AND HIS DOCTOR RECOMMENDED ON SURGEON BUT WORKERS COMP RECOMMENDED ANOTHER AND HE CHOSE TO GO WITH THE SURGEON RECOMMENDED BY WORKERS COMP. HE HAS REGISTERED WITH MASS GENERAL AND HAS STARTED CONTACT WITH THE SURGEON FOR A SURGERY DATE. HE BROUGHT IN A "NO DUTY" SLIP UNTIL MAY 5 FROM HIS DOCTOR. I HAVE NO IDEA HOW LONG THE RECOVERY WILL BE FROM THE SURGERY.

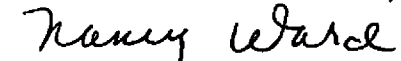
MR. CAMPBELL STATED THAT IN REGARD TO THE VILLAGES AT BROOKSIDE, THE FIRST SECTION IS INSTALLED AND SERVICES FROM MAIN TO CURB STOP ARE IN. THAT SECTION HAS BEEN PRESSURE TESTED, CHLORINATED AND FLUSHED. IT WAS RETESTED AFTER A SECTION OF MAIN HAD TO BE REPLACED AS IT WAS CRACKED WHILE INSTALLING A CORPORATION.

MR. CAMPBELL STATED THAT HE IS WAITING FOR THE STATE ROAD PERMIT IN ORDER TO REPLACE THE HYDRANT ON 28A. HE SAID HE HAS BEEN IN CONTACT WITH THE OWNER OF THE CITGO STATION REGARDING THE BUSHES SURROUNDING THE HYDRANT AT HIS PROPERTY AND HE SAID HE WOULD REMOVE THEM AND REPLANT THEM ELSEWHERE. MR. LYONS SUGGESTED WRITING A LETTER GIVING HIM 30 DAY TO REMOVE THE BUSHES OR WE WILL BE CUTTING THEM DOWN. THE OTHER BOARD MEMBERS AGREED.

MR. CAMPBELL STATED THAT HE IS CURRENTLY WORKING ON THE NEW BACKFLOW PROGRAM AND GETTING THE TESTING UP TO DATE AS WELL AS THE ANNUAL STATISTICAL REPORT DUE MAY 8, 2011. HE SAID HE IS ALSO PREPARING FOR THE CONSUMER CONFIDENCE REPORT AND THE EMERGENCY RESPONSE PLAN IN PREPARATION FOR THE DEP SANITARY SURVEY.

MR. LYONS MADE A MOTION TO ADJOURN, IT WAS SECONDED AND THE MEETING ADJOURNED AT 8:50 AM.

RESPECTFULLY SUBMITTED,



NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY, CHAIRMAN


MICHAEL R. LYONS


PETER R. WAX

ANNUAL DISTRICT MEETING – APRIL 25, 2011

PRECINCT 3

1. KATHLEEN DRAKE – 28 OLD MONUMENT NECK RD.*
2. ANDREW CAMPBELL – 13 BELL RD. *
3. ROBIN MCINTYRE – 13 BELL RD. *

PRECINCT 5

4. MICHAEL R. LYONS – 4 HARWOOD DRIVE *
5. NANCY WARD – 80 WILLIAMS AVE. *

PRECINCT 6

6. BRIAN S. HANDY – 1312 ROUTE 28A *
7. WILLIAM E. HICKEY – 130 ELGIN RD. *
8. MARILYN J. MCMANUS – 130 ELGIN RD. *
9. PETER R. WAY – 69 BELL BUOY RD. *

* ATTENDED MEETING

ANNUAL DISTRICT MEETING WARRANT, APRIL 25, 2011

TO ONE OF THE CONSTABLES OF THE TOWN OF BOURNE, COUNTY OF BARNSTABLE:

GREETINGS:

2011 JUN 17 AM 11 25

YOU ARE HEREBY REQUIRED AND DIRECTED TO NOTIFY AND WARN THE VOTERS OF THE TOWN OF BOURNE, RESIDING WITHIN THE TERRITORY COMPRISING THE BOURNE WATER DISTRICT TO MEET AT THE :

JAMES F. PEEBLES ELEMENTARY SCHOOL
APRIL 25, 2011

WHERE POLLS WILL OPEN AT 5:00 P.M. AND CLOSE AT 7:00 P.M. AND THEN AND THERE TO VOTE FOR THE FOLLOWING OFFICER TO WIT:

ONE WATER COMMISSIONER FOR THREE YEARS

AND TO MEET ON MONDAY APRIL 25, 2011 AT 7:00 P.M. AT

JAMES F. PEEBLES SCHOOL
70 TROWBRIDGE ROAD, BOURNE MASSACHUSETTS

THEN AND THERE TO ACT UPON THE FOLLOWING ARTICLES:

ARTICLE 1. TO SEE WHAT SUM OF MONEY THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS, TO DEFRAY THE REGULAR EXPENSES OF THE DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2011; INCLUDING SALARIES AND WAGES, OFFICE EXPENSE, STOCK AND EQUIPMENT, OPERATION AND MAINTENANCE, GROUP HEALTH, LIFE AND DENTAL INSURANCE, TRAVEL EXPENSES IN AND OUT OF STATE, LEGAL AND ENGINEERING EXPENSES AND SUCH OTHER EXPENSES AS MAY BE DEEMED NECESSARY BY THE BOARD OF WATER COMMISSIONERS, OR ACT ANYTHING THEREON.

ARTICLE 2. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY FOR COSTS ON ANY NEW FUNDED DEBT OR TEMPORARY LOANS, OR ACT ANYTHING THEREON.

ARTICLE 3. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS, A SUM OF MONEY TO PAY TO THE MASSACHUSETTS DEPARTMENT OF ENVIRONMENTAL PROTECTION IN ACCORDANCE WITH MASSACHUSETTS GENERAL LAW CHAPTER 21A, SECTION 18A, OR ACT ANYTHING THEREON.

ARTICLE 4. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS, A SUM OF MONEY TO BE USED BY THE BOARD OF WATER COMMISSIONERS AS A RESERVE FUND AS AUTHORIZED UNDER CHAPTER 40 SECTION 5C OR ACT ANYTHING THEREON.

ARTICLE 5. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO PURCHASE WATER METERS AND METER READING EQUIPMENT, OR ACT ANYTHING THEREON.

ANNUAL DISTRICT MEETING WARRANT, APRIL 25, 2011

ARTICLE 6. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO PAY THE TREASURER OF THE BARNSTABLE COUNTY RETIREMENT SYSTEM IN ACCORDANCE WITH THE PROVISIONS OF GENERAL LAWS CHAPTER 32 SECTION 22 D OR ACT ANYTHING THEREON.

ARTICLE 7. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY FOR AN AUDIT OF THE DISTRICT'S BOOKS AND RECORDS FOR THE FISCAL YEAR ENDING JUNE 30, 2011 OR ACT ANYTHING THEREON.

ARTICLE 8. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR PAINT, REPAIR AND INSPECTION OF WATER TANKS, OR ACT ANYTHING THEREON.

ARTICLE 9. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR THE TESTING OF WATER SAMPLES, OR ACT ANYTHING THEREON.

ARTICLE 10. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR UPGRADES TO THE SCADA SYSTEM, OR ACT ANYTHING THEREON.

ARTICLE 11. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED TO PULL THE WELL PUMP AND COLUMNS AT STATION 6 FOR INSPECTION AND POSSIBLE REPLACEMENT OF PARTS, OR ACT ANYTHING THEREON.

ARTICLE 12. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR COMPLIANCE WITH THE GASB 45 PRONOUNCEMENT REGARDING OTHER POST EMPLOYMENT BENEFITS, OR ACT ANYTHING THEREON.

ARTICLE 13. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE ADDED TO THE STABILIZATION FUND IN ACCORDANCE WITH THE VOTE OF THE DISTRICT AT A SPECIAL DISTRICT MEETING DATED NOVEMBER 18, 2009 ON ARTICLE 1. TO INCLUDE FUNDS APPROPRIATED BUT NOT USED FOR THE SALT MARSH LANE WATER MAIN EXTENSION OR ACT ANYTHING THEREON.

ARTICLE 14. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED TO PURCHASE ONE NEW TRUCK, OR ACT ANYTHING THEREON.

ARTICLE 15. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED TO PURCHASE WATER, OR ACT ANYTHING THEREON.

ARTICLE 16. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE ADDED TO THE APPROPRIATION VOTED AT THE ANNUAL DISTRICT MEETING ON APRIL 26, 2010 TO BE USED TO UPDATE THE MAP OF THE DISTRICT'S

ANNUAL DISTRICT MEETING WARRANT, APRIL 25, 2011

DISTRIBUTION SYSTEM WITH GEOGRAPHIC INFORMATIONAL SYSTEM (GIS) SOFTWARE , OR ACT ANYTHING THEREON.

ARTICLE 17. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED TO EXPLORE AND IMPLEMENT ALTERNATIVE ENERGY SOURCES, OR ACT ANYTHING THEREON.

ARTICLE 18. TO SEE IF THE DISTRICT WILL VOTE TO AUTHORIZE THE BOARD OF WATER COMMISSIONERS TO FILE A HOME RULE PETITION WITH THE GENERAL COURT IN SUBSTANTIALLY THE FOLLOWING FORM:

AN ACT TO FACILITATE WATER SUPPLIES IN BOURNE

SECTION 1.

NOTWITHSTANDING ANY GENERAL OR SPECIAL LAW TO THE CONTRARY, THE BOURNE WATER DISTRICT IS HEREBY AUTHORIZED TO CONSTRUCT WITHIN THE UPPER CAPE WATER SUPPLY RESERVE A WELL AND PUMPING STATION AS SHOWN ON A CERTAIN PLAN ENTITLED "WATER PUMP STATION #8 SITE GRADING PLAN" BY HALEY AND WARD, INC., 25 FOX ROAD, WALTHAM, MA DATED OCT 2010, A COPY OF WHICH IS ATTACHED HERETO.

SECTION 2.

THIS ACT MAY NOT BE AMENDED BY THE GENERAL COURT EXCEPT UPON PETITION OF THE BOURNE WATER DISTRICT FOLLOWING A VOTE OF THE BOURNE DISTRICT MEETING.


SECTION 3

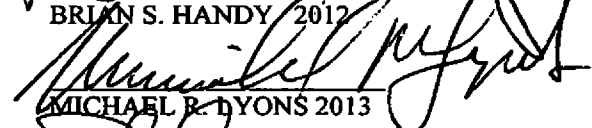
THIS ACT SHALL TAKE EFFECT UPON PASSAGE.

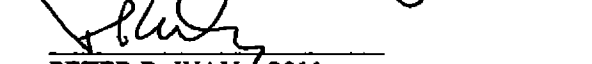
AND YOU ARE HEREBY DIRECTED TO SERVE THIS WARRANT BY POSTING TRUE AND ATTESTED COPIES THEREOF IN THE POST OFFICES OF SAID DISTRICT, (7) SEVEN DAYS, AT LEAST, BEFORE THE TIME OF SAID MEETING.

GIVEN UNDER OUR HANDS THIS 13th DAY OF APRIL, 2011

SIGNED:
THE BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY 2012


MICHAEL R. LYONS 2013


PETER R. WAY 2011

BARNSTABLE SS APRIL , 2011. I HEREBY CERTIFY THAT I HAVE PUBLISHED THE WARRANT BY POSTING ATTESTED TRUE COPIES IN THE BOURNE TOWN HALL AND IN THE POST OFFICES OF BOURNE, MONUMENT BEACH, POCASSET, CATAUMET, AND SOUTH SAGAMORE, MASSACHUSETTS.


CONSTABLE, NANCY J. SUNDMAN

2011 JUN 17 AM 11 25

**REPORT OF THE ANNUAL DISTRICT MEETING
HELD ON APRIL 25, 2011 AT THE
JAMES F. PEEBLES SCHOOL**

CLERK, NANCY WARD GAVE OATH TO THE TELLERS AND BALLOT CLERKS, KATHLEEN DRAKE AND ROSALEE HILL. THE POLLS WERE OPEN FROM 5 P.M. TO 7 P.M.

THE BOARD OF WATER COMMISSIONERS, BRIAN S. HANDY, MICHAEL R. LYONS AND PETER R. WAY WERE PRESENT.

THE BOARD OF WATER COMMISSIONERS APPOINTED WILLIAM HICKEY MODERATOR FOR THE ENSUING YEAR. CLERK, NANCY WARD ADMINISTERED THE OATH OF OFFICE TO MR. HICKEY.

THE BOARD OF WATER COMMISSIONERS APPOINTED NANCY WARD AS DISTRICT CLERK FOR THE ENSUING YEAR. MR. HICKEY ADMINISTERED THE OATH OF OFFICE TO MRS. WARD.

THE MEETING WAS CALLED TO ORDER AT 7:00 PM BY MODERATOR WILLIAM HICKEY.

MR. HICKEY READ THE GREETING OF THE WARRANT AND NOTED THAT THE WARRANT WAS SIGNED BY THE BOARD OF WATER COMMISSIONERS, CERTIFIED BY THE DISTRICT CLERK AND DULY POSTED IN ACCORDANCE WITH THE DISTRICT BYLAWS BY CONSTABLE NANCY J. SUNDMAN. MR. HICKEY NOTED THAT A QUORUM WAS PRESENT.

MR. LYONS MADE A MOTION TO DISPENSE WITH THE READING OF THE ARTICLES, IT WAS SECONDED AND THE MOTION CARRIED. THE MODERATOR ASKED THE VOTERS TO RESPOND BY SAYING HOLD TO ANY ARTICLE THEY WOULD LIKE TO DISCUSS. THE ARTICLES NUMBERS WERE READ, THERE WAS NO CALL FOR DISCUSSION AND THE FOLLOWING MOTIONS WERE MADE.

ARTICLE 1. TO SEE WHAT SUM OF MONEY THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS, TO DEFRAY THE REGULAR EXPENSES OF THE DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2011; INCLUDING SALARIES AND WAGES, OFFICE EXPENSE. STOCK AND EQUIPMENT, OPERATION AND MAINTENANCE, GROUP HEALTH, LIFE AND DENTAL INSURANCE, TRAVEL EXPENSES IN AND OUT OF STATE, LEGAL AND ENGINEERING EXPENSES AND SUCH OTHER EXPENSES AS MAY BE DEEMED NECESSARY BY THE BOARD OF WATER COMMISSIONERS, OR ACT ANYTHING THEREON.

MOTION 1. MR. HANDY MOVED THE DISTRICT VOTE TO RAISE AND APPROPRIATE THE SUM OF \$1,260,000.00 AND TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$55,600.00 FOR A TOTAL OF \$1,315,600.00 FOR THE REGULAR EXPENSES OF THE DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2011 TO INCLUDE SALARIES AND WAGES, OFFICE EXPENSE, STOCK AND EQUIPMENT, OPERATION AND MAINTENANCE, GROUP HEALTH, LIFE AND DENTAL INSURANCE, TRAVEL EXPENSES, LEGAL AND ENGINEERING EXPENSES AND SUCH OTHER EXPENSES DEEMED NECESSARY BY THE BOARD OF WATER COMMISSIONERS. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 2. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY FOR COSTS ON ANY NEW FUNDED DEBT OR TEMPORARY LOANS, OR ACT ANYTHING THEREON.

MOTION 2. MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$2,000.00 COSTS ON ANY NEW FUNDED DEBT OR TEMPORARY LOANS. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 3. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS, A SUM OF MONEY TO PAY TO THE MASSACHUSETTS DEPARTMENT OF ENVIRONMENTAL PROTECTION IN ACCORDANCE WITH MASSACHUSETTS GENERAL LAW CHAPTER 21A, SECTION 18A, OR ACT ANYTHING THEREON.

MOTION 3. MR. WAY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$4,000.00 TO PAY THE MASSACHUSETTS DEPARTMENT OF ENVIRONMENTAL PROTECTION IN ACCORDANCE WITH MASSACHUSETTS GENERAL LAWS CHAPTER 21A, SECTION 18A. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 4. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS, A SUM OF MONEY TO BE USED BY THE BOARD OF WATER COMMISSIONERS AS A RESERVE FUND AS AUTHORIZED UNDER CHAPTER 40 SECTION 5C OR ACT ANYTHING THEREON.

MOTION 4. MR. HANDY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$30,000.00 TO BE USED BY THE BOARD OF WATER COMMISSIONERS AS A RESERVE FUND AS AUTHORIZED UNDER MASSACHUSETTS GENERAL LAWS CHAPTER 40, SECTION 5C. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 5. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO PURCHASE WATER METERS AND METER READING EQUIPMENT, OR ACT ANYTHING THEREON.

MOTION 5. MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$25,000.00 AND TRANSFER FROM AVAILABLE FUNDS (THE STABILIZATION FUND) THE SUM OF \$75,000 FOR A TOTAL OF \$100,000.00 TO PURCHASE WATER METERS AND METER READING EQUIPMENT. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 6. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO PAY THE TREASURER OF THE BARNSTABLE COUNTY RETIREMENT SYSTEM IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 32 SECTION 22 D, AS AMENDED, OF THE MASSACHUSETTS GENERAL LAWS, OR ACT ANYTHING THEREON.

MOTION 6. MR. WAY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$100,550.00 TO PAY THE TREASURER OF THE BARNSTABLE COUNTY RETIREMENT ASSOCIATION IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 32, SECTION 22D, AS AMENDED, OF THE MASSACHUSETTS GENERAL LAWS. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 7. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY FOR AN AUDIT OF THE DISTRICT'S BOOKS AND RECORDS FOR THE FISCAL YEAR ENDING JUNE 30, 2011 OR ACT ANYTHING THEREON.

MOTION 7. MR. HANDY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$6,000.00 FOR AN AUDIT OF THE DISTRICT'S BOOKS AND RECORDS FOR THE FISCAL YEAR ENDING JUNE 30, 2011. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 8. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR PAINT, REPAIR AND INSPECTION OF THE WATER TANKS, OR ACT ANYTHING THEREON.

MOTION 8. MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$80,000.00 AND TRANSFER FROM AVAILABLE FUNDS (THE CAPITAL IMPROVEMENT FUND) \$15000.00 FOR A TOTAL OF \$95,000.00 TO BE USED FOR PAINTING, REPAIRS AND INSPECTIONS OF THE WATER TANKS. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 9. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR THE TESTING OF WATER SAMPLES, OR ACT ANYTHING THEREON.

MOTION 9. MR. WAY MOVED THE DISTRICT VOTE TO VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$10,000.00 FOR TESTING OF WATER SAMPLES. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 10. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR UPGRADES TO THE SCADA SYSTEM, OR ACT ANYTHING THEREON.

MOTION 10. MR. HANDY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$5,000.00 TO BE USED FOR UPGRADES TO THE SCADA SYSTEM. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 11. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED TO PULL THE WELL PUMP AND COLUMNS AT STATION 6 FOR INSPECTION AND POSSIBLE REPLACEMENT OF PARTS, OR ACT ANYTHING THEREON.

MOTION 11. MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$10,000.00 TO BE USED TO PULL THE WELL PUMP AND COLUMNS AT STATION 6 FOR INSPECTION AND POSSIBLE REPLACEMENT OF PARTS. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 12. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR COMPLIANCE WITH THE GASB 45 PRONOUNCEMENT REGARDING OTHER POST EMPLOYMENT BENEFITS IF NECESSARY, OR ACT ANYTHING THEREON.

MOTION 12. MR. WAY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$10,000.00 TO BE USED FOR COMPLIANCE WITH THE GASB 45 REGARDING OTHER POST EMPLOYMENT BENEFITS. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 13. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE ADDED TO THE STABILIZATION FUND OR ACT ANYTHING THEREON.

MOTION 13. MR. HANDY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$24,786.29 BEING THE BALANCE OF EXCESS FUNDS APPROPRIATED AT A SPECIAL DISTRICT MEETING ON NOVEMBER 18, 2009 FOR THE SALTMARSH WATER MAIN EXTENSION AND \$213.71 FROM FREE CASH FOR A TOTAL OF \$25,000.00 TO BE ADDED TO THE STABILIZATION FUND. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 14. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED TO PURCHASE ONE NEW TRUCK, OR ACT ANYTHING THEREON.

MOTION 14. MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) \$11,634.45 AND TRANSFER FROM AVAILABLE FUNDS (FY11 TRUCK) THE SUM OF \$6,365.55 FOR A TOTAL OF \$18,000.00 TO BE USED TO PURCHASE ONE NEW WORK TRUCK. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 15. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED FOR THE PURCHASE OF WATER FROM THE UPPER CAPE REGIONAL WATER SUPPLY COOPERATIVE, OR ACT ANYTHING THEREON.

MOTION 15. MR. WAY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$60,000.00 TO BE USED FOR THE PURCHASE OF WATER FROM THE UPPER CAPE REGIONAL WATER SUPPLY COOPERATIVE. THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE. A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY

ARTICLE 16. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED TO UPDATE THE MAP OF THE DISTRICT'S DISTRIBUTION SYSTEM WITH GEOGRAPHIC INFORMATIONAL SYSTEM (GIS) SOFTWARE , OR ACT ANYTHING THEREON.

MOTION 16. MR. HANDY MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (FREE CASH) THE SUM OF \$5,000.00 TO BE ADDED TO THE APPROPRIATION VOTED IN ARTICLE 14 AT THE ANNUAL DISTRICT MEETING ON APRIL 26, 2010 TO BE USED TO UPDATE THE MAP OF THE DISTRICT 'S DISTRIBUTION SYSTEM WITH GEOGRAPHIC SYSTEM (GIS) SOFTWARE. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 17. TO SEE IF THE DISTRICT WILL VOTE TO RAISE AND APPROPRIATE OR TRANSFER FROM AVAILABLE FUNDS A SUM OF MONEY TO BE USED TO EXPLORE AND IMPLEMENT ALTERNATIVE ENERGY SOURCES, OR ACT ANYTHING THEREON.

MOTION 17. MR. LYONS MOVED THE DISTRICT VOTE TO TRANSFER FROM AVAILABLE FUNDS (WIND TURBINE FEASIBILITY) THE SUM OF \$22,000.00 TO EXPLORE AND IMPLEMENT ALTERNATIVE SOURCES. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

ARTICLE 18. TO SEE IF THE DISTRICT WILL VOTE TO AUTHORIZE THE BOARD OF WATER COMMISSIONERS TO FILE A HOME RULE PETITION WITH THE GENERAL COURT IN SUBSTANTIALLY THE FOLLOWING FORM:

AN ACT TO FACILITATE WATER SUPPLIES IN BOURNE

SECTION 1.

NOTWITHSTANDING ANY GENERAL OR SPECIAL LAW TO THE CONTRARY, THE BOURNE WATER DISTRICT IS HEREBY AUTHORIZED TO CONSTRUCT WITHIN THE UPPER CAPE WATER SUPPLY RESERVE A WELL AND PUMPING STATION AS SHOWN ON A CERTAIN PLAN ENTITLED "WATER PUMP STATION #8 SITE GRADING PLAN" BY HALEY AND WARD, INC., 25 FOX ROAD, WALTHAM, MA DATED OCT 2010, A COPY OF WHICH IS ATTACHED HERETO.

SECTION 2.

THIS ACT MAY NOT BE AMENDED BY THE GENERAL COURT EXCEPT UPON PETITION OF THE BOURNE WATER DISTRICT FOLLOWING A VOTE OF THE BOURNE DISTRICT MEETING.


SECTION 3

THIS ACT SHALL TAKE EFFECT UPON PASSAGE.

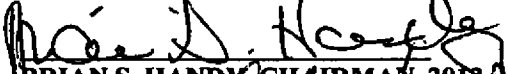
MOTION 18. MR. WAY MOVED THE DISTRICT VOTE TO ADOPT ARTICLE 18 AS PRINTED IN THE WARRANT. THE MOTION WAS SECONDED, THE MODERATOR ASKED FOR DISCUSSION, THERE WAS NONE, A VOTE WAS CALLED AND THE ARTICLE PASSED UNANIMOUSLY.

THE MODERATOR ASKED THE CLERK TO COME FORWARD WITH THE RESULTS OF THE ELECTION. THE BALLOT COUNT WAS 9 BALLOTS CAST, 9 VOTES FOR PETER R. WAY. THE CLERK DECLARED PETER R. WAY HAS BEEN ELECTED AS WATER COMMISSIONER FOR A THREE YEAR TERM. MRS. WARD ADMINISTERED THE OATH OF OFFICE TO MR. WAY.

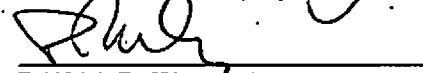
MR. HANDY MADE A MOTION TO ADJOURN THE MEETING MR. LYONS SECONDED THE MOTION AND THE MODERATOR ADJOURNED THE MEETING AT 7:12 PM.

RESPECTFULLY SUBMITTED,

NANCY WARD
DISTRICT CLERK

APPROVED:
BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY, CHAIRMAN 2012


MICHAEL R. LYONS 2013

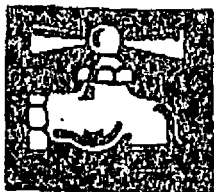

PETER R. WAY/2014

PROPOSED FY12 BUDGET

ARTICLE	APPROPRIATIONS fy12	FREE CASH \$497,261.00	RAISE & APROP WATER	RAISE & APPROP TAXES	AVAILABLE FUNDS
M&O					
SALARIES AND WAGES	\$601,100.00				
OFFICE EXPENSE	\$79,500.00				
PUMPING STATIONS	\$226,000.00				
STOCK & EQUIPMENT	\$79,000.00				
VEHICLE EXPENSE	\$42,000.00				
UNEMPLOYMENT INS	\$1,000.00				
INSUR./LIAB/FIRE/WC/AUTO	\$57,000.00				
HEALTH INS/MEDICARE	\$230,000.00				
TOTAL M&O	\$1,315,600.00	\$55,600.00	\$1,100,000.00	\$160,000.00	
DEBT & INTEREST	\$2,000.00	\$2,000.00			
STATE ASSESSMENT	\$4,000.00	\$4,000.00			
RESERVE FUND	\$30,000.00	\$30,000.00			STABILIZATION FUND
METERS AND EQUIPMENT	\$100,000.00	\$25,000.00			\$75,000.00
COUNTY RETIREMENT	\$100,550.00	\$100,550.00			
AUDIT	\$6,000.00	\$6,000.00			CAPITAL IMPROVEMENT
PAINT/REP/INSPECT TANKS	\$95,000.00	\$80,000.00			\$15,000.00
TEST WATER SAMPLES	\$10,000.00	\$10,000.00			
SCADA	\$5,000.00	\$5,000.00			
PUMP STATION 6 INSPECT	\$10,000.00	\$10,000.00			
GASB 45	\$10,000.00	\$10,000.00			
STABILIZATION FUND	\$25,000.00	\$25,000.00			
MAINS EXT/REP	\$0.00	\$0.00			FY 11 TRUCK
FY11 TRUCK/FY 12 TRUCK	\$18,000.00	\$11,634.45			\$6,365.55
PURCHASE WATER	\$60,000.00	\$60,000.00			
MAPS/GIS	\$5,000.00	\$5,000.00			
TOTAL ARTICLES	\$480,550.00				
TOTAL BUDGET	\$1,796,150.00	\$439,784.45	\$1,100,000.00	\$160,000.00	\$96,365.55
UNEXPENDED FREE CASH		\$57,476.55			\$1,796,150.00

APPROVED FY12 BUDGET

ARTICLE	APPROPRIATIONS fy12	FREE CASH \$497,261.00	RAISE & APROP WATER	RAISE & APPROP TAXES	AVAILABLE FUNDS
M&O					
SALARIES AND WAGES	\$601,100.00				
OFFICE EXPENSE	\$79,500.00				
PUMPING STATIONS	\$226,000.00				
STOCK & EQUIPMENT	\$79,000.00				
VEHICLE EXPENSE	\$42,000.00				
UNEMPLOYMENT INS	\$1,000.00				
INSUR./LIAB/FIRE/WC/AUTO	\$57,000.00				
HEALTH INS/MEDICARE	\$230,000.00				
TOTAL M&O	\$1,315,600.00	\$55,600.00	\$1,100,000.00	\$160,000.00	
DEBT & INTEREST	\$2,000.00	\$2,000.00			
STATE ASSESSMENT	\$4,000.00	\$4,000.00			
RESERVE FUND	\$30,000.00	\$30,000.00			STABILIZATION FUND \$75,000.00
METERS AND EQUIPMENT	\$100,000.00	\$25,000.00			
COUNTY RETIREMENT	\$100,550.00	\$100,550.00			
AUDIT	\$6,000.00	\$6,000.00			CAPITAL IMPROVEMENT \$15,000.00
PAINT/REP/INSPECT TANKS	\$95,000.00	\$80,000.00			
TEST WATER SAMPLES	\$10,000.00	\$10,000.00			
SCADA	\$5,000.00	\$5,000.00			
PUMP STATION 6 INSPECT	\$10,000.00	\$10,000.00			
GASB 45	\$10,000.00	\$10,000.00			
STABILIZATION FUND	\$25,000.00	\$25,000.00			FY 11 TRUCK \$6,365.55
FY 12 TRUCK	\$18,000.00	\$11,634.45			
PURCHASE WATER	\$60,000.00	\$60,000.00			
MAPS/GIS	\$5,000.00	\$5,000.00			WIND FEASIBILITY \$ 22,000.00
ALTERNATIVE ENERGY EXPLORATION AND IMPLEMENTAION	\$22,000.00				
TOTAL ARTICLES	\$502,550.00				
		\$439,784.45	\$1,100,000.00	\$160,000.00	\$118,365.55
TOTAL BUDGET	\$1,818,150.00				\$1,818,150.00
UNEXPENDED FREE CASH		\$57,476.55			



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS WEDNESDAY, MAY 11, 2011

8:30 A.M. Convene meeting – Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:

Minutes:

April 13, 2011 Regular Session
Annual District Meeting Report

April Commitment and abatements
Approve warrant

AGENDA

Regular Session

NEW BUSINESS

1. UPDATE - WS-4
2. Pocasset Senior residences tap and riser installation
3. Update and Revision to Water Main Specification and Requirements
4. Request for abatement fields

SUPERINTENDENT'S REPORT

To Town Clerk Please Post
Posted 5/05/2011

TOWN CLERK'S OFFICE
2011 MAY 5 AM 11 36

COMMISSIONER'S MEETING MAY 11, 2011

THE MEETING WAS DULY POSTED

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT; COMMISSIONERS BRIAN HANDY AND PETER WAY, CLERK/TREASURER NANCY WARD, SUPERINTENDENT ANDREW CAMPBELL AND THE DISTRICT'S ATTORNEY FORD O'CONNOR.

THE BOARD SIGNED THE MINUTES OF THE ANNUAL DISTRICT MEETING, THE PREVIOUS MONTHS COMMISSIONERS MEETING, WARRANT, COMMITMENT AND ABATEMENTS.

MR. CAMPBELL PRESENTED THE BOARD THE PROPOSED REVISIONS TO THE WATER MAIN SPECIFICATIONS IN REGARDS TO DEAD END MAINS. UNDER ADVISE OF COUNSEL A DEFINITION OF A DEAD END MAIN IS INCLUDED. ATTORNEY O'CONNOR STATED HE FELT WE SHOULD INCLUDE A DISTANCE OF MAIN AFTER WHICH A DEAD END WOULD NOT BE ALLOWED. MR. CAMPBELL STATED THAT HE WAS HAVING LEO OF HALEY AND WARD DO MODELING THAT WOULD TELL US THE SIZE OF THE MAIN AND WHAT DISTANCE WE CAN CONSIDER TO BE ACCEPTABLE AS TO PROPER FLOW. HIS MODEL WILL ALSO SHOW WHAT SIZE MAIN WE CAN LOOP ANOTHER MAIN TO AND HOW FAR APART THE TAPS SHOULD BE. THERE WOULD BE NO TAPPING ON THE SMALLER LINE.

MR. HANDY STATED THAT HE DID NOT FEEL THE USE OF LANGUAGE DISCUSSING THE PRACTICALITY OF LOOPING THE MAIN SHOULD BE INCLUDED IN THE SPECS. ATTY. O'CONNOR STATED THAT IF WE ARE USING THE MODELING OF AN ENGINEERING FIRM TO GIVE US THE CUT OFF FOR AN ACCEPTABLE LENGTH OF MAIN TO ALLOW A DEAD END WE ARE IN NO WAY BEING ARBITRARY OR CAPRICIOUS AND WE CAN STATE THAT ANY LENGTH OF MAIN OVER THAT DISTANCE MUST BE LOOPED.

MR. WAY MADE A MOTION TO POSTPONE THIS ISSUE UNTIL THE NEXT MEETING WHEN WE HAVE A DETERMINATION FROM HALEY AND WARD. MR. HANDY SECONDED THE MOTION AND THE ISSUE WAS POSTPONED.

ATTORNEY O'CONNOR LEFT THE MEETING AT 8:45AM.

MR. CAMPBELL STATED THAT IN REGARDS TO WS-4, HE WOULD BE CONTACTING THE LEGISLATORS, TERESE MURRAY, SUSAN GIFFORDS AND DAVID VIERA FOR A FACE TO FACE MEETING SO WE CAN GET THEM TO WRITE THE LEGISLATION FOR THE HOME RULE PETITION. HE SAID HE HAD ATTENDED THE STATE HOUSE DAY THAT WAS PUT ON BY M.W.W.A. AND WAS TOLD BY GIFFORD'S AID AS WELL AS ATTORNEY O'CONNOR THAT WE MAY NOT HAVE TO WAIT UNTIL THE END OF THE SESSION IN ORDER TO PRESENT LEGISLATION IF IT IS IN THE PUBLIC'S INTEREST. TERESE MURRAY HAS HELPED US BEFORE AND MAY BE ABLE TO HELP US PUSH THIS THROUGH.

HE STATED THAT LEO FELT IT WAS IMPORTANT TO SCHEDULE A MEETING WITH FISH AND GAME TO FIND OUT EXACTLY WHAT THEIR ISSUES ARE AND IF THEY WOULD BE PURSING AMENDMENTS TO ANY LEGISLATION WE FILE.

MR. HANDY ASKED IF THE LEGISLATORS COULD OVERRIDE FISH AND WILDLIFE. MR. CAMPBELL SAID THE LEGISLATORS HAVE THE FINAL SAY. MCDONNELL FROM FISH AND GAME HAS STATED THAT HE WANTS A RULING FROM THE LEGISLATORS AS TO A LEASE.

MR. CAMPBELL STATED THAT THE POCASSET SENIOR RESIDENCES AT THE OLD BARNSTABLE COUNTY HOSPITAL RENT A HYDRANT METER EACH YEAR TO WATER A SMALL GARDEN USING A SMALL AMOUNT OF WATER. HE SAID HE WOULD LIKE THE BOARD TO CONSIDER ALLOWING HIM TO TAP THE MAIN AND INSTALL A RISER FOR THEM WITH A METER AND AN NF8 BACKFLOW PREVENTER AT NO CHARGE. HE FELT THE FACT

COMMISSIONER'S MEETING MAY 11, 2011

THAT THIS WOULD PREVENT THE HYDRANT FROM BEING PRESSURIZED FOR A LONG PERIOD OF TIME AS WELL AS THE BACKFLOW ISSUES BEING CURTAILED WAS WORTH PUTTING IN THE RISER FOR FREE.

THE BOARD VOTED UNANIMOUSLY TO ALLOW THE TAP AND RISER TO BE INSTALLED AT DISTRICT EXPENSE.

MR. WARD PRESENTED A LETTER FROM KATHERINE FIELD OF 20 MASHNEE ROAD REQUESTING AN ABATEMENT OF WATER CHARGES THAT WERE DUE TO A PLUMBING LEAK WHICH HAS SINCE BEEN REPAIRED.

THE BOARD VOTED UNANIMOUSLY TO ALLOW THE ONE TIME ABATEMENT OF ONE HALF OF THE WATER THAT WENT THROUGH THE METER FOR THE BILL, WHICH REPRESENTED AN ABATEMENT OF \$177.50 PLUS INTEREST CHARGED ON THE BILL WHILE WAITING FOR A DECISION FROM THE BOARD.

SUPERINTENDENT'S REPORT:

MR. CAMPBELL STATED THAT A JUDGE WILL BE MAKING A DECISION ON THE REPAIRS TO BE MADE AT THE TRAILER PARK ON JUNE 12TH. DEPENDING ON THE DECISION IT MAY INCLUDE BOTH HYDRANTS AND MAINS. THERE ARE TWO SETS OF PLANS, THE FIRST WITH A LOOP IN AND OUT OF BARLOWS LANDING AND THE SECONS WITH A LOOP ON BARLOWS LANDING TO RICE ROAD. THE BOARD NEEDS TO GIVE CONSIDERATION AS TO WHETHER WE TREAT THIS AS A DEVELOPMENT OR JUST SELL WATER TO THEM THROUGH THE MASTER METER LIKE WE DO WITH SCHOONER PASS. MRS. WARD STATED THAT IF THEIR LEASES STATE THAT WATER IS PROVIDED WE SHOULD TREAT THIS LIKE SCHOONER PASS WITH ONE BILL INCLUDING THE NUMBER OF CUSTOMER CHARGES IF THE BOARD DECIDED TO INCLUDE THAT CHARGE AS WE DO WITH CONDO UNITS.

MR. CAMPBELL STATED THAT TOM MCCLAIN WAS IN AND BROUGHT IN ANOTHER DOCTOR'S NOTE EXTENDING HIS "NO DUTY" STATUS. HE HAD A STEROID SHOT AND WAS GIVEN A FOLLOW UP APPT. FOR TODAY, THE 11TH OF MAY. HE IS ALSO SEEKING A SECOND OPINION, WHICH WAS APPROVED BY WORKERS COMP, REGARDING SURGERY. I WILL CHECK ON THE STATUS.

MR. CAMPBELL STATED HE WILL BE ATTENDING A MEETING TONIGHT AT THE IMPACT AREA GROUP REGARDING THE PERCHLORATE CONTAMINATION IN THE PICTURE LAKE AREA.

MR. CAMPBELL REPORTED THE HYDRANT MAINTENANCE PROGRAM IS ONGOING. THE HYDRANT AT 1270 ROUTE 28A IS COMING OUT TODAY AND THE NEW ONE AT 1267 WILL BE GOING IN AS SOON AS WE HAVE A ROAD PERMIT. THE HYDRANT ON THE CORNER OF BARLOWS LANDING AND KENWOOD ROAD WILL BE MOVED 20 FEET DOWN KENWOOD IN THE NEAR FUTURE. AFTER SPEAKING WITH THE OWNER, THE SHRUBS AT THE CITGO STATION BLOCKING THE HYDRANT HAVE NOT BEEN MOVED AND A LETTER IS GOING OUT IN THAT REGARD TODAY. THE MEN ARE REPLACING A HYDRANT ON NORTH SHORE ROAD THAT HAS BEEN LEAKING.

MR. CAMPBELL STATED THAT ALL THE CEMETARIES HAVE BEEN BROUGHT UP TO STANDARDS AND METER PITS HAVE BEEN INSTALLED EXCEPT FOR SOUTH SAGAMORE WHICH WILL BE DONE IN CONJUNCTION WITH BRETT ELLIS.

COMMISSIONER'S MEETING MAY 11, 2011

HE STATED THE ANNUAL STAT REPORT FOR D.E.P. IS ALMOST DONE. THERE WAS AN EXTENSION GIVEN UNTIL MAY 31ST BECAUSE THERE IS A BUG IN THE PROGRAM. WE ARE HAVING A SANITARY SURVEY DONE ON MAY 12TH OF THE STATIONS, GROUNDS AND THE EMERGENCY RESPONSE PLAN BY TERRY DAYIAN OF D.E.P.

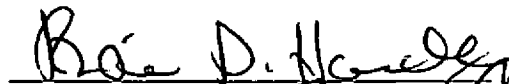
THE MEETING ADJOURNED AT 9:10 AM.

RESPECTFULLY SUBMITTED,

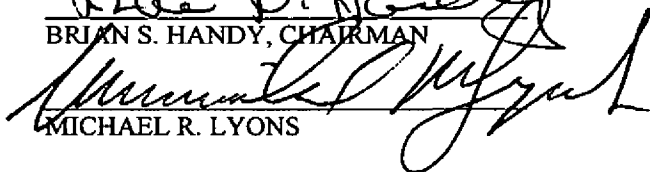


NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS

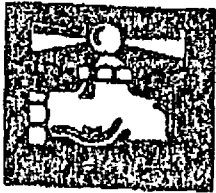


BRIAN S. HANDY, CHAIRMAN



MICHAEL R. LYONS

PETER R. WAY



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

2011 JUN 8 AM 9 06
TOWN CLERK'S OFFICE

**MEETING NOTICE
BOURNE WATER DISTRICT BOARD OF WATER
COMMISSIONERS
MONDAY, JUNE 13, 2011**

8:30 A.M. Convene meeting - Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:
Minutes:
May 11, 2011 Regular Session

May Commitment and abatements
Approve warrant

AGENDA
Regular Session

NEW BUSINESS

1. UPDATE -- WS-4
2. Update and Revision to Rules and Regulations
3. Update and Revision to Water Main Specification and Requirements
4. Request for abatement Coppola
5. Merit raise David Tsiakos - DI - License

SUPERINTENDENT'S REPORT

To Town Clerk Please Post
Posted 6/08/2011 3:45 AM

COMMISSIONERS MEETING JUNE 13, 2011

THE MEETING WAS DELETED

2011 JUL 13 PM 4 18

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT: COMMISSIONERS NANCY WARD, ANDREW CAMPBELL AND LEO YUSKUS OF HALL AND WARD. TOWN CLERK'S OFFICE
HANDY AND MICHAEL LYONS, CLERK/TREASURER NANCY WARD, SUPERVISOR BOURNE, MASS

THE COMMISSIONERS SIGNED THE MINUTES OF THE MAY 11, 2011 MEETING AND THE COMMITMENT AND ABATEMENTS FOR MAY.

MR. CAMPBELL STATED THAT HE HAD BEEN IN CONTACT WITH REPRESENTATIVE DAVID VIERRA IN REGARDS TO THE LEASE FOR THE AREA HOUSING WS-4. HE IS SPEARHEADING THE LEGISLATION TO GET A 2/3 VOTE OF THE HOUSE. FISH AND GAME (F&G) WERE CONTACTED AND SUBMITTED A DRAFT COPY OF LEGISLATION MODELED AFTER WHAT WAS USED FOR THE CO-OP. LEO AND I HAVE A MEETING ON THE 23RD OF THIS MONTH WITH THE REPRESENTATIVES AT SENATOR MURRAY'S OFFICE AND SHE WILL BE MEDIATING. CRAIG MACDONNELL AND ATTY. LEHAN FROM F&G WILL ALSO BE THERE. THE LEGISLATION DOES NOT HAVE TO WAIT UNTIL THE END OF THE SESSION SO THEY MAY BE ABLE TO MOVE MORE QUICKLY THAN WE ANTICIPATED.

MR. HANDY STATED HE HAD SPOKEN WITH REP. VIERRA AND HE IS VERY INTERESTED IN LOCAL ISSUES. HE ASKED IF F&G WERE SUPPORTIVE. MR. CAMPBELL STATED THEY SEEMED TO BE BUT WANT THE LEGAL PROCESS TO BE CORRECT. WE NEED DEFINITE CLARIFICATION OF SECTION 2 AS TO WHAT THE TERMS AND CONDITIONS THEY WOULD BE PUTTING INTO THE LEASE.

MR. YUSKUS STATED THAT THE DRAFT LEGISLATION LEAVES AN OPENING FOR THE DESCRIPTION OF THE PROPERTY, WHICH IS GOOD. WE WANTED A 400' RADIUS TO SATISFY D.E.P. REQUIREMENTS FOR WELL PROTECTION. WE FILED THE ORIGINAL PERMITS THAT WAY. THE GUARD HAD PROBLEMS WITH THE SIZE OF THE AREA AND ASKED IF WE COULD MOVE THE STATION INTO THE EASEMENT AND F&G SAID NO UNLESS A LEASE WAS IN PLACE.

MR. CAMPBELL STATED THAT HE SPOKE WITH THE COMMANDER OF THE GUARD AT THE EMC SCIENTIFIC MEETING AND THE 400 FOOT RADIUS ISSUE CAME UP IN CONVERSATION. HE WAS UNDER THE IMPRESSION THAT THEY WOULD NOT BE ABLE TO EVEN CROSS THE PROPERTY. MR. CAMPBELL EXPLAINED TO HIM THAT THE ONLY THING THEY WOULD NOT BE ABLE TO DO IN THE 400' RADIUS WAS HAVE HAZARDOUS MATERIALS OR A MOTOR POOL. HE SEEMED TO HAVE NO OBJECTION TO THAT IF THE LAND WAS AVAILABLE FOR TRAINING.

MR. LYONS ASKED IF WE DON'T HAVE A LEASE FOR THE 400' RADIUS, ONCE THE WELL GOES IN WOULD IT THEN BE PROTECTED UNDER THE LAW. MR. YUSKUS SAID D.E.P. WOULD BE SATISFIED. HE SAID WE HAVE REALIZED THAT NO ONE IS TRYING TO HELP US, THERE HAS BEEN ONE ROAD BLOCK AFTER ANOTHER. WHEN WE STARTED AND WERE IN THE MIDDLE OF AN EMERGENCY SITUATION DUE TO PERCHLORATE EVERYONE AGREED WE COULD GO FORWARD. WE HAVE THE GENERATOR, POWER CABINET, THE VAULT AND TWO TANKS ON THE EASEMENT. THE EASEMENT GIVES US THE RIGHT TO EXCAVATE, LAY, CONSTRUCT, ALTER, RELOCATE, REPAIR AND MAINTAIN ONE OR MORE PIPELINES IN AND UNDER THE STRIP OF LAND FOR THE PURPOSE OF TRANSMITTING WATER TO AND FROM THE WATER STORAGE FACILITY BEING THE OIL TANK. IT DOES NOT GIVE US THE RIGHT TO CONSTRUCT WHAT WE HAVE THERE. THAT COULD BE AN EMBARRASSMENT LATER IF WE DON'T ADDRESS THAT NOW. WHEN WE MEET WITH THEM WE HAVE TO GET A GUARANTEE THAT WORDING WILL BE IN THE LEGISLATION OR THE LEASE GIVING US PERMISSION TO HAVE THE EQUIPMENT ON THE PROPERTY.

COMMISSIONERS MEETING JUNE 13, 2011

MR. CAMPBELL STATED THAT WE AREN'T ASKING FOR ADDITIONAL LAND, IT'S LAND FOR WHICH WE ALREADY HAVE AN EASEMENT, BUT WE NEED TO INCORPORATE THE USAGE RESTRICTIONS OF THE EASEMENT INTO THE LEASE.

MR. YUSKUS STATED WE NEED SOMETHING IN WRITING NOW. THERE ARE THREE OPTIONS:

1. DO NOTHING.
2. SEE IF THEY CHANGE THE WORDING OF THE LEGISLATION TO INCLUDE THE CORRECT PROPERTY USAGE RESTRICTIONS.
3. CHANGE THE SIZE OF THE LOT.

MR. YUSKUS STATED THE LEGISLATION IS JUST A DRAFT AT THIS POINT AND WE CAN BRING THE LANGUAGE IN NOW. BECAUSE THIS IS A WATER RESERVE AND BECAUSE THE MILITARY IS ALREADY THERE, D.E.P. WAS WILLING TO ACCEPT THE AREA AS ALREADY PROTECTED. AS FAR AS SECTION 2 WE NEED TO KNOW WHAT THE TERMS AND CONDITIONS OF THE PERMIT WILL BE. IT WON'T BE PART OF THE LEGISLATION BUT IT WILL BE PART OF THE PERMIT

MR. LYONS STATED THAT I THINK WE SHOULD TRY AND INCORPORATE THE CORRECT LANGUAGE IN REGARD TO THE USAGE REQUIREMENT OF THE EASEMENT NOW, IT'S THE RIGHT THING TO DO. MR. CAMPBELL STATED THAT HE STRONGLY AGREED THAT WE INCORPORATE IT NOW.

MR. LYONS MADE A MOTION TO PURSUE THE INCORPORATION OF THE PLACEMENT OF THE EXISTING EQUIPMENT IN THE LEASE. MR. HANOVY SECONDED THE MOTION AND THE BOARD VOTED UNANIMOUSLY TO SUPPORT IT.

MR. CAMPBELL STATED THAT AFTER SPEAKING WITH MR. YUSKUS AND ATTY. O'CONNOR HE DID NOT FEEL THAT WE CAN JUST SAY "NO DEAD END MAINS" IN OUR WATER MAIN SPECIFICATIONS AS DISCUSSED AT THE MAY MEETING. ANY CONTRACTOR WOULD LOOK UP A.W.W.A. REQUIREMENTS AND THEN ASK HOW MANY DEAD END MAINS WE HAVE IN OUR SYSTEM. IT'S A GREY AREA AND I DON'T THINK WE CAN HAVE A SINGLE STATEMENT. WE NEED TO HAVE MULTIPLE PARTS. I JUST DON'T FEEL THIS WOULD STAND UP IN COURT. LEO HAS SOME SUGGESTIONS TO DEFINE DEAD END MAINS, BOTTOM LINE, SO IT WOULD STAND UP IN COURT.

MR. LYONS STATED THAT HE WAS SPEAKING WITH SOMEONE FROM HANOVER AND THEY HAVE HAD A POLICY IN PLACE FOR DEAD END MAINS SINCE THE 80'S.

MR. YUSKUS HANDED OUT 5 SEPARATE SCENARIOS.

1. A SEPARATE FIRE LINE WITH SEPARATE SERVICES.
2. A SEPARATE FIRE LINE WITH A SMALL DIAMETER SERVICE MAIN
3. A LOOPEO WATER MAIN IN A DEAD END ROAD
4. A LOOPEO WATER MAIN WITH A BOOSTER PUMP
5. A LOOPEO WATER MAIN EXTENDED TO DIFFERENTIAL PRESSURE ZONES.

HE STATED THE IDEAL SITUATION IS AN 8' MAIN FOR FIRE PROTECTION AND THEN YOU TIE BACK IN TO THE 10' MAIN FOR THE SERVICES.

MR. LYONS STATED THAT HE FELT THAT WOULD BE THE LEAST OBSTRUCTIVE TO A CONTRACTOR.

AFTER SOME DISCUSSION THE BOARD ASKED MR. CAMPBELL TO CHECK WITH HANOVER AND OTHER LOCAL DISTRICTS TO SEE WHAT THEIR POLICIES ARE. THE DISCUSSION WAS TABLED UNTIL THE NEXT MEETING.

MR. YUSKUS LEFT THE MEETING AT 9:30.

MRS. WARD STATED THAT IN LOOKING AT THE REVISIONS TO THE WATER MAIN SPECIFICATIONS SHE AND MR. CAMPBELL FOUND SEVERAL AREAS IN THE RULES AND REGULATIONS THAT NEEDED TO BE DEFINED MORE CLEARLY

IN THE SECTION CONCERNING SERVICE LINE REPAIRS OR REPLACEMENTS A STATEMENT BE INSERTED REQUIRING A MINIMUM OF 12 GAUGE TRACER WIRE BE INSTALLED WITH THE MAIN

IN THE SECTION REGARDING METERS THEY FELT THERE SHOULD BE A STATEMENT AFTER METERS LARGER THAN 5/8" AND 3/4", DOMESTIC SERVICE WILL BE PAID FOR BY THE OWNER TO INCLUDE "ANY REPAIR, CALIBRATION OR REPLACEMENT OF METERS LARGER THAN 1/2" WILL BE PAID FOR BY THE PROPERTY OWNER".

IN THE SECTIONS REGARDING MOTORIZED VEHICLES WHO LIKE TO INCLUDE NON-MOTORIZED BICYCLES IN THE LIST OF EXEMPTIONS.

IN THE SECTION REGARDING METER PITS THAT THE DATES BE CHANGES FOR SEASONAL PROPERTIES FROM DEC. 1 - MARCH 1 TO "OCT 1 TO MAY 1." AND A PARAGRAPH STATING THAT "ANY METER PIT DEEMED TO BE SUB-STANDARD TO THE CURRENT SPECIFICATIONS IN PLACE REGARDING METER PITS SHALL BE REPLACED BY THE HOMEOWNER WITH A PIT THAT MEETS CURRENT SPECIFICATIONS OF THE DISTRICT OR REPLACED BY THE DISTRICT AT THE HOMEOWNERS EXPENSE."

MR. HANDY STATED HE FELT THE DISTRICT SHOULD REPLACE THE PITS RATHER THAN ALLOWING THE HOMEOWNER TO INSTALL HIS OWN PIT AND THEN WE WOULD KNOW IT WAS INSTALLED PROPERLY AND THE MATERIALS WOULD BE TO OUR SPECIFICATIONS.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE REVISIONS TO THE RULES AND REGULATIONS WITH THE CHANGE TO THE RECALIBRATION OF THE METER PITS.

MR. CAMPBELL GAVE THE BOARD A LETTER FROM ALLISA COPPOLA OF 3 MEADOW LANE REQUESTING AN ABATEMENT OF WATER CHARGES. HE STATED WE WENT TO CHECK A LEAK AT HER PROPERTY AND FOUND THAT WHEN THE METER WAS CHANGED IN 2006 WE HAD APPLIED A BAND-AID TO HER PIPE TO STOP A PIN HOLE LEAK SO WE COULD NOTIFY HER THAT A REPAIR NEEDED TO BE MADE. IT WAS EITHER NOT REPORTED TO THE OFFICE OR FELL THROUGH THE CRACKS. THE BAND-AID LET GO AND SHE USED 279,000 GALLONS OF WATER. HER NORMAL CONSUMPTION IS 30,000 GALLONS PER BILLING CYCLE. HE ASKED THE BOARD TO ABATE THE EXCESS CONSUMPTION AS WE SHOULD HAVE FOLLOWED THROUGH IN THE PAST.

AFTER SOME DISCUSSION THE BOARD VOTED TO ABATE THE EXCESS CONSUMPTION.

MR. CAMPBELL ASKED THE BOARD TO CONSIDER A \$1.00 PAY INCREASE FOR DAVID TSIAKOS, FROM \$19.47 TO \$20.47. HE SAID MR. TSIAKOS HAD GOTTEN HIS D-1 LICENSE SEVERAL MONTHS AGO AND WAS APPLYING WHAT HE LEARNED. HE SAID DAVID IS DOING MUCH MORE WITH THE CREW THAN IN THE PAST. HE IS NOT JUST DOING MAINTENANCE

AFTER SOME DISCUSSION THE BOARD VOTED TO APPROVE THE PAY INCREASE.

COMMISSIONERS MEETING JUNE 13, 2011

MR. CAMPBELL REPORTED THAT THE 2" MAIN ON THOMAS PHILBRICK RD. WAS LEAKING AND HE WAS REPLACING IT WITH 6" PVC. THIS FRIDAY WE WILL BE MAKING A 6" TAP ON THE 8" MAIN AND CARRY 6" PIPE BACK TO THE CORNER OF THE POST OFFICE.

MR. CAMPBELL REPORTED THAT BROOKSIDE HAD PAID HALEY & WARD FOR THE ENGINEERING WE REQUESTED OF THEIR SUB-DIVISION.

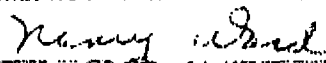
MR. CAMPBELL TOLD THE BOARD HE WAS LOOKING INTO CIRCULATING SYSTEMS FOR THE OTIS TANK AND THE STEEL TANK IN SOUTH SAGAMORE. ONE OF THE COMPANIES, TIDEFLEX, OFFERS A WEBINAR IF THE BOARD IS INTERESTED IN VIEWING THE PRODUCT.

MR. CAMPBELL REPORTED THAT THE HYDRANT ON THE CORNER OF BARLOWS LANDING RD. AND KENWOOD RD. HAS BEEN REPLACED WITH A NEW HYDRANT AND MOVED FURTHER DOWN KENWOOD. THE HYDRANT IN FRONT OF 1270 ROUTE 28A HAS BEEN REMOVED AND RE-BUILT AND WILL REPLACE AN OLD, UNGATED, A.P. SMITH HYDRANT ON NORTH SHORE RD. AS SOON AS THE STATE ROAD PERMIT IS RECEIVED WE WILL INSTALL A NEW HYDRANT AT 1267 ROUTE 28A. HE REPORTED THAT THE SHRUBS WERE REMOVED IN FRONT OF THE HYDRANT AT THE CITGO STATION BUT THE HYDRANT IS STILL NOT READILY VISIBLE AND HE WILL ADDRESS THAT WITH THE OWNER. MR. LYONS SUGGESTED SPEAKING WITH THE FIRE DEPT. IN THAT REGARD.

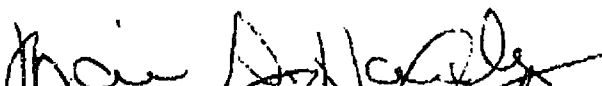
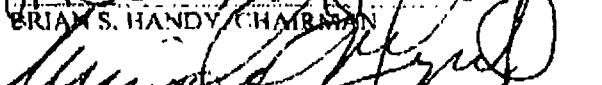

MR. CAMPBELL TOLD THE BOARD HE HAD BEEN GOING THROUGH THE LIST OF CEU'S NEEDED BY THE MEN FOR LICENSING AND NOTICED THAT TOM MCCLAIN NEEDED 10 UNITS BEFORE THE END OF THE YEAR IN ORDER TO KEEP HIS D-2 AND T-1 LICENSES IN FORCE. HE HAS NOTIFIED HIM OF THE SITUATION AND GIVEN HIM A LIST OF COURSES AVAILABLE. HE TOLD HIM A DOCTOR'S NOTE WOULD BE NEEDED TO CLEAR HIM FOR ANY CLASS HE MAY DECIDE TO TAKE BEFORE HE IS CLEARED TO RETURN TO WORK.

THE MEETING ADJOURNED AT 10:30

RESPECTFULLY SUBMITTED,


NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY, CHAIRMAN

MICHAEL R. LYONS

PETER R. WAY

Documents used at meeting:

1. Map of WS-2
2. Document done by Leo Yuskus detailing scenarios for dead end mains
3. Revisions to rules and Regulations
4. Letter from Allisa Coppola requesting an abatement

2011 JUL 13 PM 4 17

BOURNE WATER DISTRICT
 211 BARLOWS LANDING RD
 P.O. BOX 1447
 POCASSET, MA 02559
 508-563-2294
 FAX: 508-564-4661
 FAX TRANSMITTAL

TOWN CLERK'S OFFICE
 BOURNE, MASS

FAX TRANSMITTAL COVER SHEET PLEASE DELIVER AS SOON AS POSSIBLE

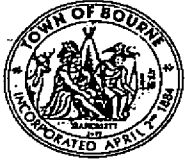
DATE: 7/13/11 TIME: _____

TO: Wendy

TOTAL NUMBER OF PAGES (INCLUDING COVER SHEET) 5

H: Wendy
 Here are the approved minutes
 for the meeting in June
 Thanks
 Nancy

YOU DO NOT RECEIVE ALL OF THE PAGES OR THERE IS A PROBLEM PLEASE CALL US



Town Clerk
 24 Perry Avenue
 Buzzards Bay, MA 02532
 (508) 759-0600 Ext 505



Barry H. Johnson
 Town Clerk

Wendy J. Chapman
 Asst. Town Clerk

June 2011

Bourne Water District
 P.O. Box 1447
 211 Barlows Landing Rd
 Pocasset, MA 02559

To : All Boards and Committees

Pursuant to the Town Charter of 2001, the Town By-laws and the Mass. General Laws, the minutes for all meetings should be filed with the Town Clerk's Office. We have enclosed excerpt from the various laws for your reference. If your Board or Committee posted a meeting and the meeting was cancelled, please file with our office a notice to that effect stating that the meeting was not held and no minutes will be filed.

Minutes missing ✓ ✓ ✓ ✓ ✓
 2011 - 1-12, 2-16, 3-17, 4-13, 5-11

Your attention to this matter would be appreciated.

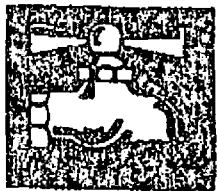
Sincerely,

Wendy J. Chapman
 Asst. Town Clerk

Town Clerk

2011 JUL 7 AM 11 14

TOWN CLERK'S OFFICE
BOURNE, MASSACHUSETTS



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4601

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS WEDNESDAY, JULY 13, 2011

8:30 A.M. Convene meeting -- Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:

Minutes:

June 13, 2011 Regular Session

June Commitment and abatements

Approve warrant

AGENDA

Regular Session

NEW BUSINESS

1. UPDATE -- WS-4
2. Revision to Water Main Specifications
3. David Hope -- Permanent Employee
4. Backflow inspections -- Price increase

SUPERINTENDENT'S REPORT

To Town Clerk Please Post
Posted 7/07/2011 11:15 AM

2011 AUG 9 AM 10:59
TOWN CLERK'S OFFICE
BOURNE, MASS

COMMISSIONERS MEETING 7/13/2011

THE MEETING WAS FULLY POSTED

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT; COMMISSIONERS JIM HANDY, PETER WAY AND MICHAEL LYONS, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

THE COMMISSIONERS APPROVED AND SIGNED THE MINUTES OF THE JUNE 13, 2011 MEETING AND THE COMMITMENT AND ABATEMENTS FOR JUNE.

MR. CAMPBELL STATED THAT THE EASEMENT GRANTED FOR THE OTIS TANK DOES NOT INCLUDE LANGUAGE ALLOWING US TO HAVE THE EQUIPMENT THAT IS INSTALLED THERE FOR WS-4. DURING THE TIME OF THE PERCHLORATE SCARE WE WERE ALLOWED TO INSTALL THE EQUIPMENT ON THE EASEMENT DUE TO THE EMERGENCY SITUATION BUT THE LANGUAGE OF THE EASEMENT WAS NEVER CHANGED TO ALLOW THE PLACEMENT OF THE EQUIPMENT IN THE EASEMENT TO CHANGE THE LANGUAGE OF THE EASEMENT AND GET IT APPROVED WOULD BE A 1-2- YEAR PROCESS. THE EASIER WAY AROUND THIS WOULD BE TO MOVE THE EQUIPMENT INTO THE 160' X 270' AREA THAT WILL BE GRANTED IN THE LEASE. HE STATED HE SPOKE WITH MIKE MINOR OF AFCEE AND HE ASSURED HIM THAT COULD BE PAID FOR OUT OF THE FUNDS FOR THE PROJECT.

AT THE MEETING, AT THE STATE HOUSE FISH AND GAME SPOKE AS THOUGH THEY HAD NO PROBLEM WITH US MOVING THE EQUIPMENT INTO THE LEASED AREA. AFTER THE MEETING LEO WAS SPEAKING WITH THE REPS FROM FISH AND GAME AND THEY STATED THAT THEY WOULD EVEN GIVE US MORE LAND IN THE LEASE IF WE NEEDED MORE SPACE TO MOVE AND INSTALL THE EQUIPMENT.

SENATOR MURRAY IS HEADING THE GROUP OF LEGISLATOR'S IN PROCURING THE LEGISLATION AND SINCE THEY DON'T HAVE TO WAIT UNTIL THE END OF THE SESSION, I FEEL SHE WILL TRY TO FAST TRACK THIS THROUGH. THIS WAS THE IMPRESSION HER AID GAVE AT THE MEETING AND WHEN FISH & GAME REALIZED WHO WAS THE LEAD ON THE LEGISLATION THEY DEFINITELY SNAPPED TO. REP. DAVID VIERRA REQUESTED A DRAFT OF THE LEASE AND LEGISLATION AT THE END OF THIS WEEK.

MR. HANDY ASKED IF SECTION 2 HAD BEEN ADDRESSED AND THE CONDITIONS IMPOSED BY FISH AND GAME, WOULD BE CLEARLY DEFINED. MR. CAMPBELL SAID THAT ALL CONDITIONS WOULD BE CLEARLY STATED AND WE WILL HAVE THE RIGHT TO REVIEW AND CHANGE ANY THAT ARE NOT IN THE BEST INTEREST OF THE DISTRICT. BOTH LEO AND FORD WILL BE INVOLVED IN MONITORING THE LANGUAGE.

AFTER SOME DISCUSSION MR. LYONS MADE A MOTION TO MOVE THE EQUIPMENT INTO THE LEASED AREA AFTER THE LEASE AND LEGISLATION ARE FINALIZED IT WAS SECONDED AND THE BOARD VOTED UNANIMOUSLY TO MOVE THE EQUIPMENT.

MR. CAMPBELL STATED THAT HIS INTENTION WAS TO INSPECT THE TANKS WHEN THEY ARE REMOVED AND DECIDE WHETHER WE SHOULD REPLACE THEM OR REHAB THEM. THEY HAVE BEEN IN THE GROUND FOR 10 YEARS AND IT MAY BE CHEAPER TO INSTALL NEW TANKS AS OPPOSED TO REHABBING THE OLD ONES.

MRS. WARD STATED THAT WE CHECKED WITH SEVERAL DISTRICTS TO SEE WHAT THEIR SPECIFICATIONS READ IN REGARDS TO DEAD END MAINS. THEY ARE AS FOLLOWS:

BUZZARDS BAY - WHEREVER POSSIBLE, THE DISTRICT WILL REQUIRE LOOPING. THE MAXIMUM PERMANENT DEAD END RUN SHALL BE TWO HUNDRED FIFTY (250) FEET. IT SHALL HAVE A 2 1/2" FLUSHING HYDRANT INSTALLED AT THE END OF THE LINE.

COMMISSIONERS MEETING 7/13/2011

NORTH SAGAMORE MAINS ARE TO BE LOOPED TO AVOID DEAD END RUNS. VARIANCES WILL BE ALLOWED FOR DEAD END RUNS UNDER TWO HUNDRED FIFTY (250) FEET WHEN THERE IS NO REASONABLE WAY TO LOOP THE MAIN AND WHEN OUR ENGINEERS HAVE CONFIRMED THAT ALLOWING THE DEAD-END WILL NOT CAUSE FUTURE PROBLEMS FOR THE DISTRICT.

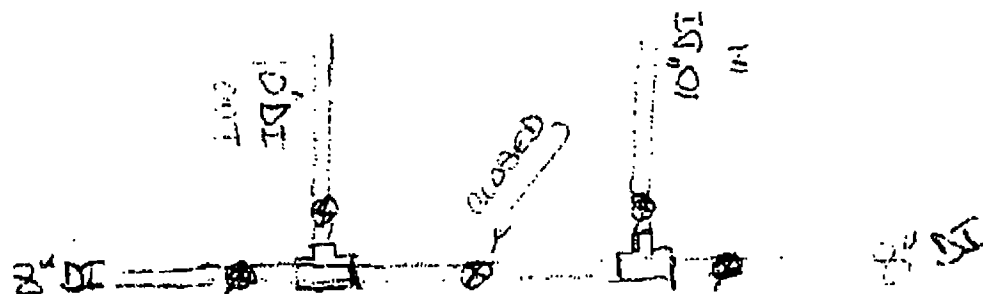
SANDWICH WATER DISTRICT NOTHING IN SPECS -- DECIDED ON A CASE BY CASE BASIS.

HANOVER NO DEAD END MAINS ALLOWED. TIE INTO/LOOP INTO ANOTHER MAIN WHENEVER POSSIBLE. IF THERE IS NO TIE IN OR LOOP POSSIBLE, MUST LOOP THE MAIN IN AND OUT OF THE SAME ROAD.

REQUIREMENTS

2 TEES AND 5 GATES AT MAIN BEING TAPPED

NEW MAIN ONE SIZE LARGER THAN MAIN BEING TAPPED.



IN CASE OF 1 HOME TO 300FT

2" TAP AT ORIGINAL MAIN AND METER PIT SET WITH 2" OR LARGER MAIN LAID TO HOUSE.

IN CASE OF 1 HOME 300FT TO 500FT

6" MAIN WITH HYDRANT AT END THAT IS DEDICATED FOR FIRE PROTECTION ONLY
2" TAP AT ORIGINAL MAIN AND METER PIT SET WITH 2" OR LARGER MAIN LAID TO HOUSE.

MR. CAMPBELL STATED THAT HE FELT THE HANOVER SPECS WERE MORE IN KEEPING WITH THE INTENTION OF THE BOARD. MR. LYONS ASKED IF THERE WAS A POTENTIAL FOR LEAKING STAGNANT WATER FROM THE FIRE LINE BACK IN THE SYSTEM. HE ALSO ASKED MR. CAMPBELL TO CHECK INTO THE COST TO THE CONTRACTOR TO MAKE THESE ADJUSTMENTS.

THE BOARD ASKED THAT A DRAFT BE DONE UP USING THE HANOVER SPECS. THEY ALSO ASKED IF MR. CAMPBELL FELT ANY OTHER CHANGES TO THE SPECS WERE APPROPRIATE HE STATED THAT HE FELT THE SECTION ON FIRE HYDRANTS SHOULD BE REVISED TO READ THE MAXIMUM (revising standard) ALLOWABLE SPACING SHALL BE 500 FT. THEN INCLUDING AT THE DISCRETION OF THE SUPERINTENDENT.

THE BOARD DECIDED TO REVIEW THE DRAFT AT THE NEXT MEETING.

MR. CAMPBELL STATED THAT DAVID HOPE HAS WORKED FOR THE DISTRICT FOR 6 MONTHS AND WOULD LIKE THE BOARD TO APPROVE HIM AS A PERMANENT EMPLOYEE. HE STATED HE IS AN ASSET TO THE DISTRICT AND THE CREW.

THE BOARD VOTED UNANIMOUSLY TO APPROVE DAVID HOPE AS A PERMANENT EMPLOYEE.

COMMISSIONERS MEETING 7/13/2011

MR. CAMPBELL STATED THAT HE FELT THE CHARGE FOR BACKFLOW INSPECTIONS BE INCREASED FROM \$50.00 TO \$75.00 CITING THE FACT THAT WE DO SITE SURVEYS FOR NO COST AS WELL AS THE TIME FOR THE SUPERINTENDENT TO KEEP TRACK OF THE INSPECTIONS, THE PAPERWORK INVOLVED, THE TIME FOR A MAN TO DO THE INSPECTION AND THE FOLLOW UP OF FAILED INSPECTIONS AS WELL AS OFFICE TIME TO INVOICE. WE ONLY HAVE 2 PEOPLE CERTIFIED AS BACKFLOW INSPECTORS AND WE WILL INCUR COST FOR TRAINING AS WELL.

AFTER SOME DEBATE, THE BOARD VOTED UNANIMOUSLY TO INCREASE THE FEE TO \$75.00.

THE MEETING ADJOURNED AT 9:30A.M.

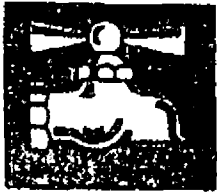
RESPECTFULLY SUBMITTED,
Nancy Ward
NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS

Brian S. Handy
BRIAN S. HANDY, CHAIRMAN
Michael R. Lyons
MICHAEL R. LYONS
Peter R. Way
PETER R. WAY

Documents used at meeting:

- 1. Water main specs for dead end mains from other districts



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS TUESDAY, AUGUST 9, 2011

3:30 A.M. Convene meeting - Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following.

Minutes:

July 13, 2011 Regular Session

July Commitment and abatements

Approve warrant

AGENDA

Regular Session

NEW BUSINESS

1. Revision to Water Main Specifications
2. William Knowles - Address the Board regarding interest charges due on abated 1989 batterment on 88 Old North Rd.

SUPERINTENDENT'S REPORT

To Town Clerk Please Post

Posted 8/04/2011 4:15 PM

BOURNE, MASS.
TOWN CLERK'S OFFICE
2011 AUG 4 PM 4 10

COMMISSIONERS MEETING AUGUST 9, 2011

THE MEETING WAS DULY POSTED

2012 MAR 9 AM 9 06

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT: COMMISSIONERS BRIAN HANDY, PETER WAY AND MICHAEL LYONS, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

COMMISSIONERS OFFICE
BOURNE, MASS

THE COMMISSIONERS SIGNED THE MINUTES OF THE JUNE 13, 2011 MEETING AND THE COMMITMENT AND ABATEMENTS FOR JUNE.

MR. WILLIAM KNOWLES OF 88 OLD NORTH RD. JOINED THE MEETING AS PER THE AGENDA. MR. KNOWLES STATED THAT WHEN HIS BUILDER, TOM DONOVAN, APPLIED FOR WATER SERVICE FOR HIS NEW HOME HE WAS TOLD THERE WAS AN OUTSTANDING DEFERRED BETTERMENT OF \$2,800 ON THE PROPERTY AS WELL AS INTEREST CHARGES ON THE BETTERMENT. WHEN HE BOUGHT THE PROPERTY IN 1999 HE SAID HE WAS AWARE OF THE BETTERMENT BUT NOT OF ANY INTEREST CHARGES. HE STATED THAT THE OWNERS OF BOTH HIS PROPERTY AT 88 OLD NORTH RD. THAT WAS OWNED BY MR. HAAS AT THE TIME AND ANOTHER PROPERTY AT 90 OLD NORTH RD HAD DEFERRED THE BETTERMENT. HE PAID THE \$2,800 BETTERMENT ALONG WITH THE FEES OF \$1,250 FOR THE NEW SERVICE. HE WROTE A LETTER TO THE BOARD ASKING TO DISCUSS THE INTEREST ISSUE AT THE NEXT BOARD MEETING AND WAS PUT ON THE AGENDA.

MRS. WARD STATED THAT THE BOARD WOULD NEED SOME TIME TO GO OVER THE LAW AND THE RECOMMENDATIONS OF THE DISTRICT'S ATTORNEY IN ORDER TO COME TO A DECISION. SHE SAID SHE WOULD CALL HIM WITH THE BOARD'S DECISION.

MR. KNOWLES LEFT THE MEETING AT 8:45AM.

MRS. WARD GAVE THE BOARD A COPY OF THE JUNE, 1989 LETTER FROM THE DISTRICT, DEFERRING THE BETTERMENT, AS WELL AS A COPY OF M.G.L CHAPTER 40, SECTION 42J WHICH DETAILS INTEREST CHARGES ON DEFERRED BETTERMENTS. SHE STATED SHE HAD SPOKEN WITH ATTORNEY O'CONNOR AND HIS RECOMMENDATION WAS TO CHARGE THE INTEREST.

MR. HANDY STATED THAT HE DID NOT FEEL THAT WAIVING ALL OF THE INTEREST CHARGES WAS FAIR TO THE OTHER PEOPLE OF THE DISTRICT. MR. LYONS STATED THAT IN THE LETTER OF JUNE 23, 1999 TO MR. HAAS FROM THE DISTRICT DEFERRING THE BETTERMENT, IT ONLY STATES THAT IF WATER WAS REQUESTED IN THE FUTURE FOR THIS LOT ALL BETTERMENTS AND CURRENT FEES MUST BE PAID, IT DOES NOT MENTION INTEREST CHARGES.

MRS. WARD STATED THAT THERE WAS ONE OTHER PROPERTY THAT DEFERRED THE BETTERMENT AND THEN APPLIED FOR SERVICE IN 1996. SHE STATED SHE LOOKED THROUGH THE RECORDS AND THAT PROPERTY WAS NOT CHARGED INTEREST BY THE PRIOR TREASURER BUT IN LOOKING THROUGH THE MEETING MINUTES FOR THAT TIME PERIOD IT WAS NEVER BROUGHT IN FRONT OF THE BOARD. MR. WAY STATED THAT IT WAS UNFORTUNATE THAT AN ERROR WAS MADE AT THAT TIME.

MR. HANDY STATED THAT HE FELT HE SHOULD BE CHARGED INTEREST FROM THE TIME HE TOOK OWNERSHIP OF THE PROPERTY IN 1999.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY NOT TO CHARGE INTEREST FROM 1989 WHEN THE BETTERMENT WAS ASSPESSED BUT TO CHARGE FROM THE TIME MR. KNOWLES PURCHASED THE PROPERTY IN 1999 - 2010 AS THE BETTERMENT WAS PAID IN 2011. THAT REPRESENTS AN INTEREST CHARGE OF \$1,344. RATHER THAN THE TOTAL FROM 1989 OF \$2,464.

COMMISSIONERS MEETING AUGUST 9, 2011

2011 SEP 13 AM 10 49

THE MEETING WAS DULY POSTED

TOWN CLERK'S OFFICE

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COMMISSIONERS MEETING AUGUST 9, 2011

MRS. WARD GAVE THE BOARD COPIES OF THE REVISED WATER MAIN SPECS (ATTACHED) WITH THE CHANGES HIGHLIGHTED. THE BOARD READ THROUGH THEM AND SUGGESTED ADDING AFTER SINGLE HOME AND THE FOOTAGE "FROM THE MAIN TO THE HOUSE" ON PAGE 3.

MR. LYONS MADE A MOTION TO ACCEPT THE WATER MAIN SPECIFICATIONS WITH THAT CHANGE, MR. HANDY SECONDED THE MOTION AND THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE REVISION TO THE WATER MAIN SPECIFICATIONS.

MR. CAMPBELL STATED THAT WE HAVE HAD A RASH OF LEAKS AND SIGNIFICANT PROBLEMS AT THE FACTORY OUTLET MALL DUE TO THE A LACK OF DRAWINGS AND A LACK OF TIES BEING PROVIDED WHEN WE TOOK OVER SOUTH SAGAMORE. WE HAVE SOME DIGGING TO DO IN ORDER TO SHUT DOWN THE SYSTEM AND THEN THEY WILL BE REPLACING ALL OF THE MAINS. WE THEN WILL HAVE ACCURATE INFORMATION.

MR. CAMPBELL REPORTED THAT DAVID HOPE HAS FINISHED HIS 2B BACKHOE /LOADER COURSE AS WELL AS A COMPETENT PERSON COURSE. HE IS VERY OBSERVANT AND WE WILL BE GETTING HIM ON THE MACHINE AND UP TO SPEED ON DIGGING. THIS GIVES US MYSELF, DAVID HOPE, SEAN VENTURA AND JOHN ENGLISH THAT WILL BE CAPABLE OF DIGGING.

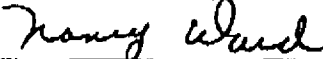
HE STATED THAT MR. ENGLISH PASSED HIS SURVEYOR AND BACKFLOW TESTER COURSE WHICH GIVES US A LITTLE MORE DEPTH AS ONLY MYSELF AND SEAN ARE CERTIFIED BACKFLOW TESTERS.

MR. CAMPBELL STATED HE WOULD BE ON VACATION AUG. 22-26 AND IS PUTTING JOHN ENGLISH IN CHARGE OF THE CREW.

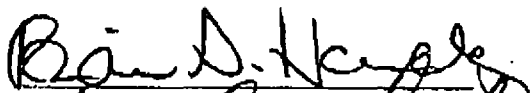
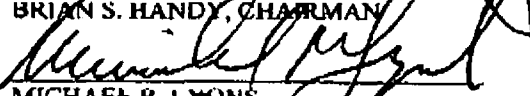
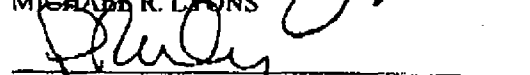
MRS. WARD STATED THAT THE FREE CASH FOR THE FY11 WAS CERTIFIED BY THE DEPARTMENT OF REVENUE AT \$683,098. SHE REPORTED THAT BECAUSE OF NEW REPORTING REQUIREMENTS IT CAME TO LIGHT THAT WE HAVE A DISCREPANCY WITH THE TOWN IN OUR TAX TITLE ACCOUNT DUE TO THE FACT THAT WHEN PROPERTIES MOVED FROM TAX TITLE TO FORECLOSURE WE WERE NEVER NOTIFIED. SHE STATED THAT SHE IS WAITING FOR A RULING FROM D.O.R. AS TO HOW TO PROCEED.

THE MEETING ADJOURNED AT 9:30.

RESPECTFULLY SUBMITTED,


 NANCY WARD
 DISTRICT CLERK

BOARD OF WATER COMMISSIONERS


 BRIAN S. HANDY, CHAIRMAN

 MICHAEL R. LYONS

 PETER R. WAY

Documents used at meeting:

1. Letter from Mr. Knowles
2. M.G.L. chapter 40 Section 42J
3. Revisions to Water Main Specs

REQUIREMENTS FOR WATER MAIN INSTALLATIONS

1. Preliminary plans showing road, location, lot and utility layout drawn to scale.
2. Letter from owner/developer, addressed to the Board of Water Commissioners of the Bourne Water District requesting that water from the Bourne Water District be furnished to the proposed project.
3. The Board of Water Commissioners will endeavor to act on the request to tie into the Bourne Water District at their next regularly scheduled meeting. The District, within five (5) working days of the Board meeting, will forward to the applicant the action of the Board.
4. All water facilities designs will require Bourne Water District approval prior to submitting plans to the town planning board.
5. The Bourne Water District may, under certain conditions, require design review by the District engineers and all costs shall be paid by the owner/developer.
6. All material must conform to the requirements specified by the Bourne Water District.
7. All fees and charges shall be paid prior to the installation of the water mains.
8. Three (3) copies of the planning board approved plans of the project must be provided to the Bourne Water District prior to the installation and shall include the road layout and proposed drainage locations.
9. All necessary state or town permits must be provided by the owner/developer.
10. Easements deeds and bill of sale in favor of the Bourne Water District shall be provided and accepted by the Bourne Water District before final approval.
11. The owner/developer shall notify the Bourne Water District Superintendent at least seven (7) days before he wishes to begin construction of the projects water mains. (See fee schedule for inspection requirements.)

BOURNE WATER DISTRICT**WATER MAIN SPECIFICATIONS**

SIZE: All water mains will be sized by a representative of the Bourne Water District upon submission of a preliminary plan of the project.

LOCATIONS: All mains shall be seven(7) feet from the property lines where practical or as specified by the Bourne Water District.

Fire hydrants shall be located as close as possible to the property corner bounds.

Water services are to be located as close as possible to the center of the lot unless another location is specified by the representative of the Bourne Water District.

HYDRANTS: The maximum allowable spacing for fire hydrants shall be 500 feet or at the discretion of the Superintendent. Fire hydrants located at intersections shall be supplied from the largest available water main. Fire hydrants shall be securely anchored to the water main. Fire hydrants and domestic service lines will not be installed on fire sprinkler service lines.

VALVES: Gate valve spacing and the number of valves at intersections shall be determined by the Bourne Water District.

DEAD END RUNS: No dead end mains allowed.

Multiple Homes and/or Developments:

Must connect from one part of the system to another part of the system. If direct route not available then by way of easement or right of way:

Piping will be same size or one size larger than main being tapped.

Dead end road with no possible way to connect to another part of the system:

Requirements: New main (in & out) one size larger than main being tapped.

2 tees and 5 gates at the main being tapped.

Hydrants placed every 500ft or as indicated on plan by the Superintendent.

Single home under 400 ft from main to house: 2" tap at original main and meter pit and curb stops set at street with 2" main or larger laid to house.

Single home over 400ft but under 600ft from main to house: 6" main with hydrant at end of dedicated line for fire protection only. 2" tap at original main and meter pit and curb stops set at street with 2" main or larger laid to house.

Single home over 600ft from main to house will come under review by the Superintendent and a decision made by the Board of Water Commissioners.

2" tap at original main and meter pit set with 2" or larger main laid to house.

LINES AND GRADES: The contractor shall be responsible for setting lines and grades. The owner/developer shall have all the radii of corners and front lot corners clearly staked and marked.

BLOW OFFS: Blowoffs will be required at the termination of all dead end runs, at all high points in the main line where hydrants are not provided. A service tap shall be provided near the area in which the new water main is connected to the the Bourne Water District system for the purpose of testing and chlorinating. Temporary blowoffs shall be removed as required and directed by the Bourne Water District.

COVER: All water lines shall have a minimum of four and one half feet (4 ½'), Unless otherwise directed by a representative of the Bourne Water District.

ROADWAYS: All public and private roads as well as easements shall be to sub grade prior to the start of the water main construction. All sub grades shall be completed to the satisfaction of the town planning board, their inspector and the Bourne Water District with grade stakes clearly marked and in place before the start of the water main construction.

TRENCHING AND BACKFILLING:
Shall meet the approval of the Bourne Water District's representative and shall be back filled at the end of each work day.

ASSEMBLY OF PIPE AND FITTINGS:
Shall be installed in accordance with the manufacturer's installation guide and recommendations.

THRUST BLOCKS AND SUPPORT PADS:
Shall be installed as determined by the Bourne Water District's representative daily and shall be inspected by the representative before backfilling.

SERVICE INSTALLATION:
As determined by the Bourne Water District's representative.

TAPPING WATER MAINS:
Only allowed under the supervision of the Bourne Water District's representative with an approved tapping machine.

INSPECTION: All work and materials used are to be inspected by the Bourne Water District's representative. His or her decision to accept or reject either work or material shall be final and controlling.

BOURNE WATER DISTRICT**WATER MAIN SPECIFICATIONS**

DISINFECTION:

The contractor shall, in the presence of the Bourne Water District's representative, disinfect all new water mains in accordance with ANSI/AWWA C651-92 or latest revision. Disinfection shall be to a minimum of 50 p.p.m. for a contact time of a minimum of 24 hours. The new mains will then be flushed until the chlorine residual is reduced to 0mg/l (or background levels). When flushing the chlorine solution from the mains the discharge water shall be properly neutralized before disposing.

PRESSURE TESTING:

The contractor shall, in the presence of the Bourne Water District's representative, pressure test the new mains in compliance with ANSI/AWWA C600-93 or latest revision. The pipe shall be subject to at least 1.5 times the working pressure, or 150 psi whichever is greater at the point of testing. Duration of test shall be a minimum of one (1) hour.

BOOSTER PUMPS:

All future subdivisions that install a booster pump and are connecting to the Bourne water district distribution system will retain ownership and control of the water mains, hydrants, and booster station. The cost to repair and maintain the mains, hydrants and booster station will be the responsibility of the owner/association. The owner/association will provide the Bourne water district a copy of a signed contract with a licensed contractor for maintenance of the mains, hydrants and booster station, to remain in force at all times.

The Bourne Water District requires the owner/association to provide an alarm system capable of interfacing with the Bourne Water District's scada system to be installed in the booster station. A key to the booster station will be provided to the Bourne Water District.

The Bourne Water District will perform quarterly inspections of the system, the cost of said inspections to be billed to the owner or association at the prevailing hourly rate plus materials. The Bourne Water District reserves the right to perform emergency inspections should the need arise.

BOURNE WATER DISTRICT**HOUSE SERVICE SPECIFICATIONS**

1. Polyethylene house services shall be of 1" outside diameter (copper tubing size) and shall have a rating of 200 p.s.i. and a material specification of PE-3408, conforming to AWWA standard C-901 or the latest revision.
2. Polyvinyl Chloride (P.V.C.) water mains shall be tapped using an approved service saddle with double stainless steel straps and tapped for CC threads.
3. The corporation stop shall be ball valve type, Ford FB-1000 or Mueller B25008 with packed joints.
4. Curb stops shall be ball valve type, Ford B44-444 or Mueller B25209.
5. Direct drilling and tapping will be allowed on ductile iron pipe only, with an approved drilling and tapping machine.
6. Service boxes shall be cast iron, heavy duty slide type 94E, North American made or approved equal.
7. Stainless steel inserts will be used on all polyethylene pipe connections.
8. Service lines greater than 100 feet from the street to the house will require a meter pit system built to Bourne Water District specification.

BOURNE WATER DISTRICT**WATER MAIN SPECIFICATIONS**

WATER PIPE: Polyvinyl Chloride (P.V.C.) 4"-16" pipe Class 150 conforming to AWWA specifications C-900 or latest revisions.

Ductile iron pipe, Class 52 cement lined Tyton joints (or approved equal) conforming to AWWA specifications C-111 and C-151 or latest revisions.

FITTINGS: Ductile iron, cement lined, bituminous coating conforming to the latest revision of AWWA standard C-153.

GATE VALVES: Iron body, resilient seat conforming to AWWA specifications C-509 or latest revision. 2 inch square operating nut, painted black, OPEN LEFT with "O" rings. Epoxy coated.

BUTTERFLY VALVES: All main line valves 12 inch and over shall be butterfly valves. Iron body, 2 inch operating nut, painted black, OPEN LEFT conforming to AWWA specifications C-504 or latest revision. Epoxy coated.

VALVE BOXES: Cast iron, bituminous coated, adjustable sliding type, with cast iron cover, for heavy traffic use. Must be North American made and approved by the Bourne Water District.

HYDRANTS: Standard hydrants in use, acceptable hydrants are:
Mueller Super Centurion 250
U.S. Pipe Metroflow/M-03
Darling B-62-B
with 2-21/2" hose connection and 1- 4 1/2" steamer connection
OPEN RIGHT, with break-away bolts or breakable flange, bury size for 4 1/2 foot cover trench. Valve size shall be a minimum of 5 1/4".
Hydrant branches can be either ductile iron or p.v.c. pipe.
Hydrant color shall be orange with a reflective white top.

TAPPING SLEEVES: All tapping sleeves shall be pre-approved prior to installation by the Bourne Water District.

BOURNE WATER DISTRICT

WATER MAIN INSTALLATION

SCHEDULE OF FEES AND CHARGES FOR ALL SINGLE OR MULTIPLE LOT DEVELOPMENTS OR SUB-DIVISIONS:

SYSTEM EXTENSION FEES:

2 INCH WATER MAIN (AT THE DISCRETION OF SUPERINTENDENT)	\$ 800.00
6 INCH WATER MAIN (ALLOWED ONLY UP TO 300 LINEAR FEET)	\$ 1200.00
8 INCH WATER MAIN	\$ 1500.00
12 INCH WATER MAIN	\$ 2400.00
16 INCH WATER MAIN	\$ 4800.00

TAPPING FEES:

AT THE CURRENT COST OF MATERIALS AND LABOR

INSPECTION FEES:

INSPECTION BY WATER DISTRICT PERSONNEL	\$360.00 – 1 DAY
	\$ 45.00 PER HR.

INSPECTION BY OUTSIDE QUALIFIED INSPECTOR – CURRENT RATES

OUTSIDE INSPECTORS FEES WILL BE BILLED TO THE WATER DISTRICT. THE DISTRICT WILL COLLECT FEES FROM OWNER/DEVELOPER PRIOR TO ACCEPTANCE OR USE OF THE WATER MAIN.

ROAD CROSSOVER GUARANTEE:

ANY TIME A CONNECTION TO THE DISTRICT SYSTEM REQUIRES AN OPEN CUT OF A PUBLIC OR PRIVATE WAY THE OWNER/DEVELOPER SHALL DEPOSIT WITH THE BOURNE WATER DISTRICT A MINIMUM CASH BOND OF \$3,500.00. THE BOND WILL BE REFUNDED UPON WRITTEN ACCEPTANCE BY THE TOWN OF BOURNE HIGHWAY SURVEYOR THAT THE CROSSOVER REPAIR IS COMPLETED TO HIS SATISFACTION.

THESE RULES, REGULATIONS, FEES OR CHARGES ARE SUBJECT TO CHANGE WITHOUT PRIOR NOTICE.

PER VOTE OF THE
BOARD OF WATER COMMISSIONERS.

Bourne

COMMISSIONERS MEETING AUGUST 9, 2011

MRS. WARD GAVE THE BOARD COPIES OF THE REVISED WATER MAIN SPECS (ATTACHED) WITH THE CHANGES HIGHLIGHTED. THE BOARD READ THROUGH THEM AND SUGGESTED ADDING AFTER SINGLE HOME AND THE FOOTAGE "FROM THE MAIN TO THE HOUSE" ON PAGE 3.

MR. LYONS MADE A MOTION TO ACCEPT THE WATER MAIN SPECIFICATIONS WITH THAT CHANGE, MR. HANDY SECONDED THE MOTION AND THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE REVISION TO THE WATER MAIN SPECIFICATIONS.

MR. CAMPBELL STATED THAT WE HAVE HAD A RASH OF LEAKS AND SIGNIFICANT PROBLEMS AT THE FACTORY OUTLET MALL DUE TO THE A LACK OF DRAWINGS AND A LACK OF TIES BEING PROVIDED WHEN WE TOOK OVER SOUTH SAGAMORE. WE HAVE SOME DIGGING TO DO IN ORDER TO SHUT DOWN THE SYSTEM AND THEN THEY WILL BE REPLACING ALL OF THE MAINS. WE THEN WILL HAVE ACCURATE INFORMATION.

MR. CAMPBELL REPORTED THAT DAVID HOPE HAS FINISHED HIS 2B BACKHOE /LOADER COURSE AS WELL AS A COMPETENT PERSON COURSE. HE IS VERY OBSERVANT AND WE WILL BE GETTING HIM ON THE MACHINE AND UP TO SPEED ON DIGGING. THIS GIVES US MYSELF, DAVID HOPE, SEAN VENTURA AND JOHN ENGLISH THAT WILL BE CAPABLE OF DIGGING.

HE STATED THAT MR. ENGLISH PASSED HIS SURVEYOR AND BACKFLOW TESTER COURSE WHICH GIVES US A LITTLE MORE DEPTH AS ONLY MYSELF AND SEAN ARE CERTIFIED BACKFLOW TESTERS.

MR. CAMPBELL STATED HE WOULD BE ON VACATION AUG. 22-26 AND IS PUTTING JOHN ENGLISH IN CHARGE OF THE CREW.

MRS. WARD STATED THAT THE FREE CASH FOR THE FY11 WAS CERTIFIED BY THE DEPARTMENT OF REVENUE AT \$683,098. SHE REPORTED THAT BECAUSE OF NEW REPORTING REQUIREMENTS IT CAME TO LIGHT THAT WE HAVE A DISCREPANCY WITH THE TOWN IN OUR TAX TITLE ACCOUNT DUE TO THE FACT THAT WHEN PROPERTIES MOVED FROM TAX TITLE TO FORECLOSURE WE WERE NEVER NOTIFIED. SHE STATED THAT SHE IS WAITING FOR A RULING FROM D.O.R. AS TO HOW TO PROCEED.

THE MEETING ADJOURNED AT 9:30.

RESPECTFULLY SUBMITTED,
Nancy Ward
NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS

Brian S. Handy
BRIAN S. HANDY, CHAIRMAN
Michael R. Lyons
MICHAEL R. LYONS
Peter R. Way
PETER R. WAY

- Documents used at meeting:
- 1. Letter from Mr. Knowles
 - 2. M.G.L. chapter 40 Section 42J
 - 3. Revisions to Water Main Specs

REQUIREMENTS FOR WATER MAIN INSTALLATIONS

1. Preliminary plans showing road, location, lot and utility layout drawn to scale.
2. Letter from owner/developer, addressed to the Board of Water Commissioners of the Bourne Water District requesting that water from the Bourne Water District be furnished to the proposed project.
3. The Board of Water Commissioners will endeavor to act on the request to tie into the Bourne Water District at their next regularly scheduled meeting. The District, within five (5) working days of the Board meeting, will forward to the applicant the action of the Board.
4. All water facilities designs will require Bourne Water District approval prior to submitting plans to the town planning board.
5. The Bourne Water District may, under certain conditions, require design review by the District engineers and all costs shall be paid by the owner/developer.
6. All material must conform to the requirements specified by the Bourne Water District.
7. All fees and charges shall be paid prior to the installation of the water mains.
8. Three (3) copies of the planning board approved plans of the project must be provided to the Bourne Water District prior to the installation and shall include the road layout and proposed drainage locations.
9. All necessary state or town permits must be provided by the owner/developer.
10. Easements deeds and bill of sale in favor of the Bourne Water District shall be provided and accepted by the Bourne Water District before final approval.
11. The owner/developer shall notify the Bourne Water District Superintendent at least seven (7) days before he wishes to begin construction of the projects water mains. (See fee schedule for inspection requirements.)



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS TUESDAY, SEPTEMBER 13, 2011

8:30 A.M. Convene meeting – Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:

Minutes:

August 9, 2011 Regular Session

August Commitment and abatements

Approve warrant

AGENDA

Regular Session

NEW BUSINESS

1. Request for abatement – Greenberg – 4A Browning Ct.
2. Request for abatement – Stenberg – 457 Circuit Ave.
3. Health care legislation
4. David Hope – Merit Raise

SUPERINTENDENTS REPORT

To Town Clerk Please Post
Posted 9/08/2011 11:30 AM

BOURNE, MASS
TOWN CLERK'S OFFICE
2011 SEP 8 PM 12 01

COMMISSIONER'S MEETING SEPTEMBER 13, 2011

THE MEETING WAS DULY POSTED **ON 8:30 AM 8:30 AM**

THE MEETING WAS CALLED TO ORDER AT 8:30 AM PRESENT; COMMISSIONERS BRIAN HANDY, MICHAEL LYONS AND PETER WAY, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

THE COMMISSIONERS SIGNED THE MINUTES OF THE AUGUST 9, 2011 MEETING, COMMITMENT AND ABATEMENTS FOR MARCH AND THE WARRANT.

MRS. WARD PRESENTED A LETTER FROM MARC GREENBERG OF 4A BROWNING COURT WHICH STATED THEY HAD A PIPE BURST DUE TO A CRACKED FURNACE. THEY PAID THE BILL OF \$769.00 WHICH WAS FOR 298,000 GALLONS DUE TO THE LEAK.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO GIVE A ONE TIME ABATEMENT OF ONE HALF OF THE CONSUMPTION WHICH REPRESENTS 149,000 GALLONS OR \$372.50.

MR. CAMPBELL PRESENTED THE BOARD A LETTER FROM BRYAN STENBERG OF 457 CIRCUIT AVE. REQUESTING A REFUND OF A \$600.00 BILL HE RECEIVED FROM MARK MACNALLY. MR. CAMPBELL STATED THAT HIS WIFE HAD CALLED THE OFFICE TO REPORT WATER BUBBLING UP OUT OF THE GROUND NEAR THE HOUSE. BOB PROPHETT RESPONDED AND EVALUATED THE SITUATION. HE ASKED MRS. STENBERG IF THE SPRINKLER SYSTEM WAS OFF AND SHE RESPONDED THAT IT WAS. WITH THAT INFORMATION HE CONCLUDED THAT THERE WAS A LEAK ON THE SERVICE LINE TO THE HOUSE AND THEY WOULD NEED TO GET A CONTRACTOR TO REPAIR THE LEAK. MR. STENBERG CALLED MARK MACNALLY TO REPAIR THE LEAK. HE FOUND THAT THE LEAK WAS NOT ON THE SERVICE LINE BUT ON THE IRRIGATION SYSTEM.

MR. CAMPBELL STATED THAT MR. PROPHETT FOLLOWED THE PROCEDURES THAT WE HAD IN PLACE. HE WAS TOLD THE SPRINKLER SYSTEM WAS OFF BUT THE OWNER DID NOT UNDERSTAND THERE WAS A MASTER SHUT OFF AS WELL. WE ARE NOW ADDING TO THAT POLICY IN THAT WE WILL CHECK BOTH INSIDE AND OUTSIDE SHUT OFFS FOR IRRIGATION SYSTEMS. THE LEAK WAS 2 1/2 TO 3 FEET FROM THE HOUSE AND RIGHT ON TOP OF THE SERVICE LINE AS SHOWN IN THE DRAWINGS.

MR. HANDY STATED THAT HE DID FEEL WE ARE RESPONSIBLE TO SOME EXTENT. THEY CALLED FOR OUR PROFESSIONAL SERVICES IN DETERMINING THE PROBLEM AND WE MADE THE WRONG ASSUMPTION.

MR. WAY STATED HE FELT THAT THE MISTAKE WAS A COMBINATION OF MIS-COMMUNICATIONS, IN THAT THE WIFE SAID THE SPRINKLER SYSTEM WAS OFF, WE DIDN'T CHECK FURTHER AND THE PLUMBER DIDN'T CHECK FURTHER BEFORE HE DUG THE AREA.

MR. CAMPBELL STATED THAT MR. STENBERG HAS BEEN VERY PLEASANT WHILE DISCUSSING THE ISSUE BUT REALLY FEELS HE DESERVES SOME MONETARY COMPENSATION.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO PAY MR. STENBERG FOR ONE HALF OF THE BILL HE RECEIVED FROM MR. MACNALLY WHICH REPRESENTS \$300.00.

MRS. WARD STATED THAT IN JULY A BILL WAS SIGNED INTO LAW THAT ALLOWS FOR CHANGES TO MUNICIPAL HEALTH CARE PACKAGES. THE LAW ALLOWS MUNICIPALITIES TO ACCEPT SECTIONS 21-23 TO CHAPTER 32B AND CHANGE THE PLAN DESIGN OF OUR HEALTH INSURANCE TO BE MORE IN KEEPING WITH THE GIC PLANS. OUR JOINT PURCHASE GROUP, CAPE COD MUNICIPAL HEALTH GROUP (CCMHG) HAS SUGGESTED THE CHANGES TO THE PLAN DESIGN TO MIRROR THE GIC DESIGN AND AS FOLLOWS:

COMMISSIONER'S MEETING SEPTEMBER 13, 2011

CURRENT PLAN HMO AND PPO PLANS	NEW PLAN HMO AND PPO PLANS
Front end deductible	None
PCP office visit	\$10.00
Preventative Services	\$ 0
Specialist OV	\$10.00
Mental Health OV	\$10.00
ER	\$30.00
Inpatient admission	\$ 0
Outpatient surgery	\$ 0
Radiology(MRI,PET&CT)	\$ 0
RX- retail	\$5/10/25
RX-Mail order 3 mos	\$10/20/75
Front end deductible	\$250 I/\$750 F
PCP office visit	\$20.00
Preventative Services	\$ 0
Specialist OV	\$35.00
Mental Health OV	\$20.00
ER	\$100.00
Inpatient admission	\$ 500.00
Outpatient surgery	\$150.00
Radiology(MRI,PET&CT)	\$100.00
RX- retail	\$10/25/50
RX-Mail order 3 mos	\$20/50/110

THE CHANGES TO THE MASTER MEDICAL MENU ARE THE SAME WITH THE EXCEPTION OF A \$700. CHARGE FOR INPATIENT ADMISSION RATHER THAN A \$500.00 CHARGE. SHE STATED THAT UNLIKE THE ENTITIES WITH UNIONS AND COLLECTIVE BARGAINING UNITS THE PROCESS IS RELATIVELY SIMPLE. THE BOARD HAS TO VOTE TO ACCEPT THE NEW SECTIONS BUT THE DETAILS HAVE NOT BEEN WORKED OUT YET. CCMHG IS SETTING RATES IN DECEMBER SO AT THAT TIME WE WILL BE ABLE TO SEE WHAT THIS WILL SAVE. THERE IS A PROVISION IN THE LAW FOR MITIGATION, IN THAT 25% OF WHAT IS REALIZED IN SAVINGS DUE TO THE NEW DESIGN, CAN BE PUT IN A FUND TO OFFSET THE IMPACT TO THE EMPLOYEES. THE RETIREE PLANS ARE NOT CHANGING. THERE ARE ONLY THREE OPTIONS. WE VOTE TO ACCEPT THE CHANGES AND STAY WITH CCMHG, WE TRANSFER OUR EMPLOYEES TO THE GIC PLAN, WHICH I HAVE HEARD NOTHING GOOD ABOUT OR WE PURCHASE PRIVATE INSURANCE FOR OUR EMPLOYEES, WHICH AFTER CHECKING SEVERAL WEB SITES FOR PRICES WOULD NOT BE COST EFFECTIVE AT ALL.

SHE STATED THERE IS A CCMHG MEETING OCTOBER 5 AND SHE WILL HAVE MORE INFORMATION AT THE NEXT MEETING.

MR. CAMPBELL REQUESTED THE BOARD APPROVE A MERIT RAISE FOR DAVID HOPE. HE HAS LEARNED THE WATERWORKS SYSTEM AND CAN OPERATE THE STATIONS. HE HAS GOTTEN HIS D-1 LICENSE AS WELL AS HIS BACKHOE LICENSE AND PRACTICES WITH THE MACHINE ON BREAKS. HE IS WORKING TOWARDS HIS D-2 LICENSE. HE IS AN ALL AROUND EMPLOYEE AND I FEEL HE DESERVES A \$1.00 RAISE FROM \$18.67 TO \$19.67.

THE BOARD VOTED UNANIMOUSLY TO APPROVE THE RAISE.

SUPERINTENDENTS REPORT:

MR. CAMPBELL REPORTED THAT IN REGARDS TO TOM MCCLAIN WE RECEIVED A NOTICE TODAY THAT BARNSTABLE COUNTY RETIREMENT ASSOCIATION HAS FORWARDED A REQUEST TO PUBLIC EMPLOYEE RETIREMENT ADMINISTRATION COMMISSION TO SCHEDULE A MEDICAL PANEL TO REVIEW HIS DISABILITY CLAIM. HE HAD A MEETING WITH DOCTORS FROM WORKMAN'S COMPENSATION FOR HIS EVALUATION WITH REGARDS TO DISABILITY. MRS. WARD SPOKE TO MEGA BUT THEY HAVE NOT RECEIVED THE RESULTS YET.

LEAKS: LAST WEDNESDAY WAS A DAY TO REMEMBER - 2 HOUSE SERVICES, 2 MAIN BREAKS, 1 HYDRANT BREAK.

S SAGA - FACTORY OUTLET CENTER - STILL DEALING WITH OLD GATES, BUT HAVE A PLAN AND SHOULD BE COMPLETE BY NOVEMBER

CREW: THEY HAVE BEEN OUTSTANDING - WORKING THROUGH BREAKS AND LUNCH HOURS TO GET THE WORK DONE AND REPAIRS MADE.

COMMISSIONER'S MEETING SEPTEMBER 13, 2011

EQUIPMENT:

BACKHOE - SENDING OUT FOR REPAIRS TO NITCOM
NEW HYDRAULIC POWER UNIT WITH SAW AND PUMP - VERY NICE AND CREW
APPRECIATES THE TOOL

TOWN CLERK'S OFFICE

GILDER ROAD: REPLACING 2" MAIN WITH A 6" PVC MAIN AND A HYDRANT

HYDRANT PROGRAM: THIS FALL

REMOVE & REPLACE (2) HYDRANTS ON NORTH SHORE RD
INSTALL HYDRANT ON RT28A IN FRONT OF SOMERSET CREAMERY
CONTINUE WITH MAINTENANCE

ALL THE OLD AP SMITH HYDRANTS WILL BE CHECKED AS THERE IS A PROBLEM WITH THEM
BINDING AT THE OPERATING NUT. THE BONNETS WILL BE REMOVED AND ANTI-SEIZE
COMPOUND APPLIED TO THE OPERATING NUT.


CANAL BLUFFS - MOVING ALONG WITH PHASE 2

MARKET BASKET - OLD BUILDING GONE, ALL BURIED UTILITIES GONE, GRADED AND
FOUNDATIONS STARTING TO GO IN

MR. HANDY ASKED ABOUT THE PROGRESS WITH THE LEASE AND LEGISLATION FOR WS-4. MR.
CAMPBELL STATED THAT FISH AND GAME IS HOLDING UP THE WHOLE PROCESS BECAUSE
THEY CAN'T DECIDE BETWEEN TWO WORDS, LEASE OR EASEMENT BEING USED IN THE
LEGISLATION. WE WANT TO GET THE LEGISLATION WRITTEN CORRECTLY THE FIRST TIME SO
IT DOESN'T KEEP HAVING TO BE SENT BACK TO COMMITTEE FOR REVIEW AND CAN BE PASSED
THE FIRST TIME AROUND. FISH AND GAME ARE MEETING TODAY WITH THEIR FEDERAL
COUNTERPARTS AND THERE IS A MEETING WITH SENATOR MURRAY AND THE CAPE
DELEGATES TOMORROW IN AN EFFORT TO SPEED THINGS ALONG. LEO IS 99% READY AND
FEELS WE SHOULD GO TO BID AS SOON AS POSSIBLE.

MR. LYONS MADE A MOTION TO ADJOURN, IT WAS SECONDED AND THE MEETING ADJOURNED
AT 9:40 AM.

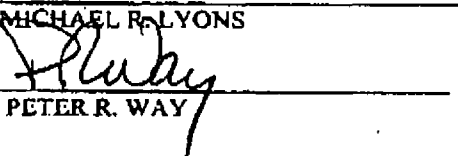
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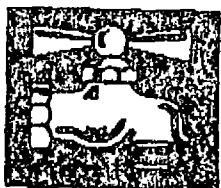


NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY, CHAIRMAN

MICHAEL R. LYONS

PETER R. WAY



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

2011 OCT 12 PM 4 34

TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS TUESDAY, OCTOBER 18, 2011

8:30 A.M. Convene meeting – Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:

Minutes:

SEPTEMBER 13, 2011 Regular Session

September Commitment and abatements

Approve warrant

AGENDA

Regular Session

NEW BUSINESS

1. Request for abatement – May – 1 Warren Rd.
2. Health care legislation
3. Sean Ventura – Merit Raise

SUPERINTENDENTS REPORT

To Town Clerk Please Post

Posted 10/12/2011 4:15 PM

COMMISSIONER'S MEETING OCTOBER 18, 2011

THE MEETING WAS DULY POSTED

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT; COMMISSIONERS BRIAN HANDY AND PETER WAY, CLERK/TREASURER NANCY WARD AND TOWN ENGINEER ANDREW CAMPBELL.

2011 DEC 15 AM 10 58
TOWN ENGINEER'S OFFICE
BOURNE, MASS

THE BOARD SIGNED THE MINUTES OF THE PREVIOUS MONTHS COMMISSIONERS MEETING, WARRANT, COMMITMENT, ABATEMENTS AND THE LIEN LIST TO BE SENT TO THE TOWN.

MRS. WARD PRESENTED THE BOARD A LETTER FROM PAUL MAY OF 1 WARREN RD. REQUESTING AN ABATEMENT OF WATER CHARGES FOR THIS SEPTEMBER, 2011 BILL. WE SENT A HIGH USE LETTER AT THE TIME OF THE READING BECAUSE HIS CONSUMPTION WAS 155,000 GALLONS. HIS AVERAGE CONSUMPTION IS 33,000 FOR THAT TIME PERIOD. WE WENT AND CHECKED FOR LEAKS AND FOUND NONE. HE HAS PROVIDED A NOTE FROM BOTH HIS SPRINKLER SERVICE AND HIS PLUMBER THAT THEY FOUND NO LEAKS EITHER.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO ALLOW A ONE TIME ABATEMENT OF ONE HALF OF THE CONSUMPTION WHICH REPRESENTS \$193.75.

MRS. WARD REPORTED THAT AT THE BOARD MEETING OF CAPE COD MUNICIPAL HEALTH GROUP IT WAS VOTED TO GO AHEAD WITH THE PLAN DESIGN CHANGES TO THE HEALTH INSURANCE THAT SHE DETAILED FOR THE BOARD AT THE SEPTEMBER MEETING. SHE STATED THAT THERE IS A BENEFIT ADMINISTRATOR'S MEETING ON NOVEMBER 17TH SHE PLANS TO ATTEND WHICH WILL GIVE A MUCH BETTER OVERVIEW ON RATES FOR THE UPCOMING FISCAL YEAR AS WELL AS HOW MUCH THESE PLAN CHANGES WILL SAVE. IN CHECKING ON INSURANCE OUTSIDE THE CCMHG SHE FOUND THE RATES AND DEDUCTIBLES FOR PRIVATE INSURANCE MUCH HIGHER THAN OURS WITH CCMHG AND THE GIC INSURANCE, ALTHOUGH IT SEEMS COMPARABLE THE PROVIDER NETWORK IS BASED IN THE BOSTON AND WORCESTER AREA.

MR. CAMPBELL REQUESTED THE BOARD CONSIDER A MERIT RAISE OF \$.50 PER HOURS FOR SEAN VENTURA. HE SAID HE HAS UPGRADED HIS DISTRIBUTION LICENSE TO A D-2. HE HAS BECOME THE GUY IN THE CREW THAT HE SENDS TO TROUBLESHOOT PROBLEMS AT PROPERTIES BECAUSE HE HAS THE MOST KNOWLEDGE OF THE DISTRICT. HE PERFORMS THE METER READING AS WELL AS BACKFLOW INSPECTIONS. HE IS THE OPERATOR ON THE DIGGING JOBS. HE STATED THAT HE HAS MATURED GREATLY AND FEELS HE DESERVES THE RAISE.

THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MERIT RAISE.

SUPERINTENDENTS REPORT

MR. CAMPBELL REPORTED THAT TOM MCCLAIN HAS A SCHEDULED MEETING WITH THE PERAC BOARD OF DOCTORS ON OCTOBER 28TH TO BE EVALUATED FOR DISABILITY RETIREMENT. AFTER CHECKING WITH THE RETIREMENT BOARD AS TO THE TIME FRAME FOR A DECISION, MRS. WARD WAS TOLD THAT IT COULD BE AS EARLY AS NOVEMBER OR AS LATE AS FEBRUARY.

MR. CAMPBELL TOLD THE BOARD THAT THE GILDER RD. MAIN REPLACEMENT WAS COMPLETE. ONCE THE COLIFORM SAMPLES COME BACK CLEAN WE WILL BE HOOKING UP SERVICE LINES TO THE NEW MAIN AND ABANDONING THE OLD PIPE.

COMMISSIONER'S MEETING OCTOBER 18, 2011

HE REPORTED THAT THE WORK AT STATION SIX WAS PROGRESSING. THE CONCERN HE HAD WAS THAT IT HADN'T BEEN PULLED IN YEARS AND HE WAS WORRIED ABOUT THE EXTENDED SNOUT RUBBING THE CASING AND CAUSING DAMAGE. THE PUMP WAS IN VERY GOOD SHAPE. ONE COLUMN AND SHAFT NEEDED REPLACEMENT BUT THE CASING WAS ALSO IN GOOD REPAIR WITH NO SIGNS OF RUBBING.

IN REGARDS TO WS-4 THE BILL IS SITTING IN COMMITTEE WAITING FOR FISH AND GAME TO DECIDE BETWEEN LEASE OR EASEMENT IN THE WORDING. ALSO THE ATTORNEY GENERAL QUESTIONED WHAT THE COMPENSATION WOULD BE. MONEY CHANGING HANDS WAS NEVER PART OF THE AGREEMENT SO I NEED TO FIND OUT IF FISH AND GAME IS BEHIND THAT. I HAVE CONTACTED REP. VIERRA AND SE. MURRAY TO SEE IF THEY CAN PUSH THINGS ALONG.

ONE THIRD OF THE WATER MAIN HAS BEEN INSTALLED AND IS BEING TESTED AND CHLORINATED TOMORROW AT THE MARKET BASKET SITE. THE MASONS ARE COMING IN AND THEY NEED WATER. HE STATED THERE IS A TRANSITE PIPE THAT GOES ACROSS ROUTE 6 THAT WE NEED TO THINK ABOUT REPLACING BEFORE WE HAVE A PROBLEM WITH IT. I FEEL WE SHOULD LOOK INTO THE PRICE FOR DIRECTIONAL DRILLING.

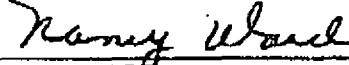
MR. HANDY ASKED WHY WE DIDN'T ABANDON THAT PIPE AND INSTALL A PIPE ON THE MID-CAPE CONNECTOR. MR. CAMPBELL STATED THAT WE NEED THAT LINE FOR A LOOP TO THE SYSTEM.

MR. HANDY ASKED WHAT THE PROBLEM WAS WITH THE GATES IN THAT AREA. MR. CAMPBELL STATED THAT THE GATE ON ELEANOR AVE WAS NOT FUNCTIONING AND WE HAVE REPLACED IT. THERE IS A SECOND GATE BEHIND THE OLD COKE PLANT THAT IS NOT FUNCTIONING. WE THOUGHT THE FIRE SYSTEM WAS SHUT DOWN BUT IT WASN'T. THEY SNIPPED THE FIRE LINE AND THE JOCKEY PUMP KICKED IN BUT THE PROBLEM WAS CORRECTED.

MR. CAMPBELL STATED THAT HE IS PLANNING TREE WORK AROUND STATIONS 3, 4, & 6 THIS FALL AND WINTER. THERE ARE A LOT OF DEAD TREES AND THIS WEEKEND, WITH THE WIND, A TREE CAME ON A POWER LINE AND HIT THE INSULATOR AND WE LOST POWER. IT WAS DISCOVERED AT 5 A.M. ON SUNDAY WHEN BOB PROPHETT WAS DOING STATIONS. WE HAD ISSUES WITH THE SCADA SO THERE WAS NO COMMUNICATION. WE RAN STATION ONE CONTINUOUSLY BY HAND THEN SCADA WAS BACK UP AND RUNNING BY 1P.M. SUNDAY.

THE MEETING ADJOURNED AT 9:20 AM.

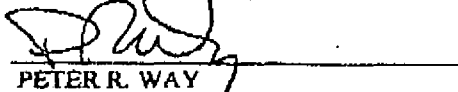
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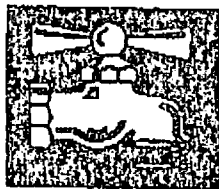

 NANCY WARD
 DISTRICT CLERK

BOARD OF WATER COMMISSIONERS


 BRIAN S. HANDY, CHAIRMAN

MICHAEL R. LYONS


 PETER R. WAY



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4661

2011 NOV 8 AM 10 35
TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS MONDAY, NOVEMBER 14, 2011

8:30 A.M. Convene meeting – Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:

Minutes:

OCTOBER 18, 2011 Regular Session

October Commitment and abatements

Approve warrant

AGENDA

Regular Session

NEW BUSINESS

1. Michael Minor of AFCEE AND Leo Yuskus to discuss future funding for WS-4.
2. Water main replacement – Benedict Rd.

SUPERINTENDENT'S REPORT

To Town Clerk Please Post

Posted 11/8/2011 10:30 PM

COMMISSIONERS MEETING November 14, 2011

THE MEETING WAS DULY POSTED

2011 DEC 15 AM 10 58

TOWN CLERK'S OFFICE
BOURNE, MASS.

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT COMMISSIONERS BRIAN MICHAEL LYONS AND PETER WAY, CLERK/TREASURER NANCY WARD, SUPERINTENDENT ANDREW CAMPBELL, MICHAEL MINIOR OF AFCEE AND LEO YUSKUS OF HALEY AND WARD.

THE BOARD SIGNED THE MINUTES OF THE PREVIOUS MONTHS MEETING, THE WEEKLY WARRANT AND THE OCTOBER COMMITMENT AND ABATEMENTS.

MR. CAMPBELL STATED THAT MR. MINIOR WILL BE RETIRING AS OF 12/31/2011 AND THERE IS A PROCESS TO GO THROUGH TO STEP INTO THE NEW LIAISON WITH JOHN DAVIS. HE ASKED MR. MINIOR TO FILL US IN.

MR. MINIOR STATED THAT THERE WILL BE A TRANSITION. JOHN WILL IS TAKING OVER. BRIAN IS FAMILIAR WITH JOHN AS HE HAS WORKED FOR SEVERAL YEARS ON PAST PROJECTS. HE'LL BE THE ONE YOU WORK WITH AS FAR AS THE FUNDING GOES AND WITH THE NEW AGREEMENT.

MR. YUSKUS SAID IN THE PAST THERE WERE ADDENDUMS ADDED, DO WE NEED A WHOLE NEW AGREEMENT? MR. MINIOR SAID THEY MAY WANT A NEW AGREEMENT BECAUSE SOME OF THE LANGUAGE HAS CHANGED, BUT THERE IS STILL BASIC LANGUAGE THERE. WHAT WE HAVE BEEN WAITING FOR, AS YOU HAVE PROGRESSED THROUGH THE SITE DESIGN AND REAL ESTATE ISSUES IS A NEW NUMBER THAT YOU ARE COMFORTABLE WITH. DON'T WAIT TOO LONG BECAUSE IT WILL TAKE SOME TIME FOR US TO GO THROUGH THE PROCESS ESPECIALLY IF WE HAVE TO SIGN A NEW AGREEMENT AND NOT JUST A SIMPLE ADDENDUM. RIGHT NOW THERE IS NO MONEY AVAILABLE IN THE CURRENT BUDGET. WE CAN ASK FOR IT AND THEY WILL FUND IT TO US FROM OTHER SOURCES BUT IT JUST ISN'T PART OF THE PROGRAM RIGHT NOW. SO IT WILL TAKE SOME TIME TO GO THROUGH THE SYSTEM. THERE ARE NO ISSUES IN PROCEEDING, IT COMES DOWN TO TIMING. WE HAVE BEEN ANTICIPATING THIS THROUGH CONVERSATION IN THE PAST 6 MONTHS IT COMES DOWN TO THE TIMING AND THE NUMBER YOU ARE COMFORTABLE WITH. WE STARTED THIS IN 1995 AND HAVE CHANGED LOCATIONS SEVERAL TIMES BUT WE ARE LOCKED IN WITH WS-4. JOHN WILL BE ABLE TO GET FUNDING AND I ONLY LIVE UP THE STREET SO IF HE NEEDS ANY HISTORY I AM AVAILABLE. I THINK IT WILL BE A SMOOTH TRANSITION.

MR. YUSKUS STATED THAT HE THOUGHT WE WOULD BE ABLE TO GET THIS OUT TO BID BEFORE YOU LEFT. WE STARTED ON THAT IN THE MIDDLE OF THE SUMMER, GETTING THE LEGISLATORS INVOLVED AND THE DEPT OF FISH AND GAME (DF&G) INVOLVED BUT WE ARE NOT GETTING VERY FAR. I DON'T THINK THE LEGISLATION WILL BE APPROVED IN THIS SESSION WHICH MEANS IT GOES INTO NEXT YEAR AND WHO KNOWS IF THEY WILL GET THIS MOVING. WE THOUGHT WITH TERESE MURRAY INVOLVED IT WOULD MOVE FORWARD BUT IT HASN'T. WE DON'T HAVE ANY HARD NUMBER BUT I CAN PUT SOMETHING TOGETHER. THE OTHER ROAD BLOCK IS THAT WE CAN GO TO BID BUT WE CAN'T AWARD A CONTRACT UNTIL FUNDING IS AVAILABLE BECAUSE UNDER MASS. STATE LAW YOU HAVE TO SIGN THAT THE FUNDING IS AVAILABLE SO WE NEED TO START AS QUICKLY AS WE CAN. THERE ARE SO MANY THINGS WE DON'T KNOW, THE TIME FRAME FOR THE LEGISLATION. WHEN WE MET WITH THE LEGISLATORS AND THE DF&G AND TOLD THEM THE BWD WAS NOT INTERESTED IN PROVIDING ANY MONETARY RESTITUTION FOR THE LAND OVER SOMETHING WE DID NOT CAUSE. DF&G SEEMED TO UNDERSTAND THIS AND THEIR ARTICLE DID NOT HAVE THAT IN THERE AND SAID THAT IT WOULD NOT AFFECT THE AMOUNT OF WATER WE COULD TAKE OUT. DF&G PREPARED THE INITIAL BILL AND WERE SUPPOSED TO TALK TO THEIR COUNTERPARTS, DECAM, AND THEY WROTE A

COMMISSIONERS MEETING November 14, 2011

NEW ARTICLE THAT TALKS ABOUT AN APPRAISAL WHICH MEANS IT GOES TO THE DIRECTOR OF DECAM AND HE GETS AN APPRAISAL ON THE VALUE ON THE PROPERTY.

ALL THE CHARGES INVOLVED WITH THIS, ACCORDING TO THE NEW ARTICLE, WOULD BE PAYABLE BY THE BOURNE WATER DISTRICT.

MR. HANDY ASKED WHY DECAM WAS INVOLVED. MR. YUSKUS STATED THEY ARE INVOLVED BECAUSE THE LEASE IS FROM THE COMMONWEALTH OF MASSACHUSETTS AND THEY HANDLE ALL OF THE REAL ESTATE ISSUES FOR THE COMMONWEALTH.

MR. HANDY INDICATED THAT IT WAS NOT HIS INTENTION THAT THE BWD WOULD BE WILLING TO PAY CHARGES ASSOCIATED WITH THE LEASE. HE INDICATED THAT IF IT WAS A DEAL BREAKER, HE WOULD CONSIDER PAYMENT OF SUCH CHARGES. MR. LYONS INDICATED HE WAS NOT INTERESTED IN MAKING SUCH PAYMENT.

IT APPEARED THE CONSENSUS OF THE BOARD WAS THAT WE WOULD INDICATE TO THOSE RESPONSIBLE FOR PROCESSING THE LEGISLATION AND THE LEASE THAT THE BWD WAS NOT COMFORTABLE WITH MAKING ANY SUCH PAYMENT.

MR. YUSKUS TOLD MR. MINIOR THAT WE KNOW WHAT HE HAS TOLD US IN THE PAST AND TRUST THAT BUT HE WANTED TO MAKE 100% SURE THAT THE LANGUAGE IN THE LAST ADDENDUM REGARDING DE-COMMISSIONING WELLS 2 & 5 IS NOT GOING TO BE AN ISSUE IF A NEW AGREEMENT IS WRITTEN. MR. MINIOR STATED THAT IT WOULD NOT BE. YOU STILL HAVE THE LF-1 PLUME IN THE VICINITY OF WELLS 2 & 5 SO THERE IS POTENTIAL FOR CONTAMINATION. UNTIL EPA SIGNS OFF ON THE PLUME THERE IS ALWAYS A THREAT. THE LANGUAGE IN THE ADDENDUM SAYS ACTUAL OR THREATENED CONTAMINATION AND YOU ARE THREATENED. THERE IS NO DOUBT ABOUT IT. I SEE NO ISSUE THERE. WITH THE AMOUNT OF MONEY AFCEE HAS INVESTED IN THE PROJECT WE WANT TO SEE THAT WE CAN FOLLOW THROUGH AND FINISH THE PROJECT. THERE IS A DIFFERENCE IN DEFINITION, WE NEVER SAID YOU HAD TO ABANDON WELLS 2 & 5.

MR. YUSKUS ASKED IF JOHN DAVIS WAS CLEAR ON THE ISSUE. MR. MINIOR SAID WE HAVE HAD THE DISCUSSION, HENRY BUYER IS THE ATTORNEY FOR AFCEE AND IS FAMILIAR WITH THE SITUATION AS WELL.

MR. YUSKUS STATED THAT THE BALANCE OF THE CONTRACT HELD BY THE BOURNE WATER DISTRICT IS \$1,183,437.44 WITH \$371,285.00 LEFT TO DRAW. WE WILL NEED BETWEEN \$750,000.00 AND 1 MILLION DOLLARS TO FINISH. I KNOW AFCEE DOESN'T WANT US TO OVER ESTIMATE BECAUSE ONCE THE MONEY IS COMMITTED IT'S HARD TO TURN BACK, BUT MY FEAR IS THAT IN UNDER ESTIMATING, THERE WILL NOT BE ENOUGH FUNDS TO FINISH AND THE BOURNE WATER DISTRICT WILL BE RESPONSIBLE TO COVER IT. MR. MINIOR STATED THAT THEY HAD DONE PROJECTS IN THE PAST WITH UNEXPENDED MONIES UPON COMPLETION AND THE MONEY CAN BE TURNED BACK AT THAT TIME. WE DON'T WANT TO GET INTO A SITUATION WHERE YOU ARE SHORT \$50,000 IN A 6 MILLION DOLLAR PROJECT.

MR. HANDY VOICED CONCERNS THAT WITH MR. MINIOR LEAVING AND MR. DAVIS TAKING OVER THERE WOULD BE QUESTIONS RAISED AS TO ALL THE TIME AND MONEY SPENT ON THIS CONTRACT AND WHY IT HAS NOT BEEN COMPLETED. MR. MINIOR STATED THAT YOU HAVE TO FOLLOW THE PAPER TRAIL. THERE ARE VALID REASONS, THAT ARE DOCUMENTED, AS TO WHY THERE WERE SHIFTS IN THE CONTRACT. YOU REMEMBER IN 1995 WE STARTED LOOKING IN THE NORTHWEST CORNER FOR WELL SITES AND THEY JUST WEREN'T THERE. THEN THE COOP LINE AND STATION 7 WERE INCLUDED. THEY HAVE TO FOCUS ON WHERE WE ARE NOW AND HOW TO GET TO THE END. WE HAVE VERY GOOD FINANCIAL RECORDS AND A PAPER TRAIL IN THE FILE AND JOHN HAS ACCESS TO ALL THE RECORDS.

COMMISSIONERS MEETING November 14, 2011

MR. YUSKUS ASKED MR. MINIOR IF HE FELT WE SHOULD PROCEED QUICKLY WITH AN ESTIMATE TO COMPLETE. MR. MINIOR SAID THERE ARE SEVERAL WAYS TO APPROACH IT. MAYBE BY THE SPRING YOU CAN GET MORE COMFORT IN YOUR

NUMBERS AND WE CAN WORK THE AGREEMENT OVER THE SUMMER AND WHEN THE NEW FISCAL YEAR STARTS, OCTOBER 1, AS LONG AS ALL THE DUCKS ARE LINED UP WE CAN PUT IT IN OUR FY13 BUDGET AS OPPOSED TO TRYING TO SQUEEZE IT OUT OF THE FY12 BUDGET, WHICH RUNS THROUGH SEPTEMBER OF NEXT YEAR.

NOT TO SAY YOU SHOULDN'T PROCEED WHEN YOU FEEL YOU ARE READY, BECAUSE IF WE GET THE AGREEMENT THROUGH THE SYSTEM AND GET IT SIGNED WE HAVE A MARKER THERE. THERE IS ALWAYS FALLOUT MONEY AT THE END OF THE FISCAL YEAR. YOU HAVE MONEY ON YOUR BOOKS FOR THIS PROJECT WHICH WILL BE KEY IN CONVINCING SAN ANTONIO THAT AFCEE NEEDS TO FINISH OUR OBLIGATION.

MR. YUSKUS STATED THAT HE FELT MR. CAMPBELL NEEDS TO GET IN TOUCH WITH THE REPRESENTATIVES OFFICE TO FIND OUT IF THIS LEGISLATION IS NOT TAKEN IN THIS SESSION IS THIS SOMETHING WE CAN EXPECT TO BE TAKEN CARE OF AT THE START OF THE NEW SESSION. WE NEED TO SEE WHERE WE ARE AND WHAT IS THE TIME FRAME.

MR. YUSKUS ASKED MR. MINIOR IF WE HAD TO BUY THE PROPERTY IT WOULD BE A FUNDABLE ITEM BUT WHAT IF WE HAD TO LEASE IT. MR. MINIOR STATED THAT HE DID NOT KNOW AND WOULD HAVE TO ASK THAT QUESTION. MR. YUSKUS ASKED IF POSSIBLY THE TOTAL LEASE COULD BE PAID UP FRONT. MR. MINIOR SAID HE WOULD LOOK INTO IT.

MRS. WARD STATED THAT SHE DID NOT UNDERSTAND HOW THE LEGISLATION CHANGED FROM THE ORIGINAL VERSION WE SAW THAT WAS DONE BY THE DF&G TO THIS VERSION REQUIRING APPRAISALS TO VALUE THE PROPERTY AND DETERMINE THE AMOUNT WE WOULD HAVE TO PAY TO LEASE THE PROPERTY. WHEN LEO AND ANDY MET WITH THE LEGISLATORS THEY EXPLAINED TO THEM THAT THE BOURNE WATER DISTRICT DID NOT INTEND TO PAY TO LEASE THE LAND. I WOULD THINK WE WOULD WANT TO CONTACT THE LEGISLATORS AND HAVE THIS NEW VERSION PULLED AS QUICKLY AS WE CAN.

MR. CAMPBELL STATED THAT HE QUESTIONED THE ORIGINAL LEGISLATION DONE BY DF&G IN THAT IT INCLUDED "TERMS AND CONDITIONS" TO BE DECIDED BY DF&G. THEN DCAM GOT INVOLVED. HE SAID HE SPOKE WITH JACKIE HORGAN, SENATOR MURRAY'S AID WHO HANDED THE BILL TO A BILL WRITER WHO TOOK THE DRAFT AND WROTE A BILL THAT WAS NOT IN OUR FAVOR AND IT WAS FILED BEFORE WE SAW A COPY. WE NEED TO GET BACK TO SENATOR MURRAY AND SAY THIS IS NOT ACCEPTABLE AND WAS NOT THE ORIGINAL AGREEMENT WITH DF&G. CRAIG MCDONNAN HAS SAID HE WILL WORK WITH US TO STRAIGHTEN THIS OUT. MR. YUSKUS STATED THEY USED THE LANGUAGE IN ARTICLE 97 TO WRITE THE BILL WHICH STATES THAT THERE IS NO LOSS OF LAND AND COMPENSATION MUST BE PAID IN TERMS OF ACREAGE AND VALUE.

MR. YUSKUS ASKED MR. MINIOR TO CONSIDER THIS ISSUE SO WE KNOW WHAT APPROACH TO TAKE TO THE LEGISLATURE. MR. MINIOR STATED THAT HE WOULD PREFER THE LAND BE TURNED OVER. HE SAID IF, AFTER WE DISCUSSED THIS WITH THEM, THEY ARE STILL HEADING IN THE DIRECTION OF THE BWD PAYING TO LEASE THE PROPERTY HE WOULD ASK QUESTIONS FROM HIS SIDE.

COMMISSIONERS MEETING November 14, 2011

MR. YUSKUS STATED THAT THE COMMONWEALTH OF MASSACHUSETTS DID NOT DO THEIR DUE DILIGENCE IN MONITORING THE LAND US ACTIVITIES AND WE KNOW THERE ARE NEW OPERATIONS THAT HAVE HAD SOME ISSUES, WHICH IS WHY WE ARE INVOLVED IN BUILDING A NEW SUPPLY SO WHY ARE THEY MAKING IT SO COMPLICATED? IN ADDITION THE LEGISLATURE HAS APPROVED THAT PROPERTY AS A WATER PRESERVE FOR WATER SUPPLY DEVELOPMENT, IT IS RIGHT IN THE ACT. MR. YUSKUS READ FROM CHAPTER 47 THE ACTS OF 2002

SECTION 3. Notwithstanding any general or special law to the contrary, the commissioner of capital asset management and maintenance shall transfer the custody, care and control of the reserve, subject to any applicable lease agreements regarding the reserve, from the special military reservation commission to the division of fisheries and wildlife of the department of fisheries, wildlife and environmental law enforcement by August 1, 2002. The division of fisheries and wildlife of the department of fisheries, wildlife and environmental law enforcement may acquire care, custody and control of the reserve, subject to the requirements of this act and any applicable lease agreements regarding the reserve, for natural resource purposes, as limited and further described in section 2. The transfer shall include all books, records, documents, agreements, contracts, leases and other materials necessary for the commission to operate and manage the reserve.

WE THOUGHT WE WERE ALL SET, WE HAD AN AGREEMENT WITH THE ARMY CORPS READY TO BE SIGNED THEN THE DF&G GOT INVOLVED AND WOULD NOT GIVE APPROVAL.

MR. LYONS ASKED WHEN THE BEST TIME TO REQUEST FUNDING WOULD BE. MR. MINIOR STATED THAT IF YOU ARE LOOKING AT NEXT FISCAL YEAR FISCAL PROGRAM, WITHIN TWO MONTHS. IF YOU ARE PLANNING FOR THIS FISCAL YEAR, AS SOON AS YOU HAVE A NUMBER. I WOULDN'T WAIT TOO LONG, SEND IT IN WITH A LETTER BECAUSE THE PROCESS TAKES TIME.

THE BOARD THANKED MR. MINIOR FOR ALL HIS HELP IN THE PAST AND WISHED HIM A HAPPY RETIREMENT, MR. MINIOR LEFT THE MEETING AT 10:00A.M.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO HAVE MR. YUSKUS PROCEED IN DETERMINING AN ESTIMATE TO COMPLETE WS-4 IN ORDER TO REQUEST FUNDING AND TO HAVE MR. CAMPBELL SPEAK WITH ATTORNEY O'CONNOR REGARDING THE LEGISLATION THEN FOLLOW UP WITH CRAIG MCDONNAN AND THE LEGISLATORS IN ORDER TO REWRITE THE LEGISLATION AND FIND OUT A TIME FRAME FOR IT TO BE PASSED.

MR. YUSKUS EXPLAINED THAT THE DRAWINGS FOR THE STATION AND WELL ARE 98% COMPLETE AS WELL AS THE BID DOCUMENTS AND PROVIDED THEM A COPY TO VIEW.

MR. YUSKUS LEFT THE MEETING AT 10:30 A.M.


MR. CAMPBELL TOLD THE BOARD THAT THERE HAD BEEN SEVERAL LEAKS IN THE PAST 6 MONTHS ON BENEDICT ROAD AND HE WOULD LIKE THE BOARD TO ALLOW HIM TO GO AHEAD AND REPLACE THE MAIN BEFORE THE TOWN PAVES THE AREA IN THE SPRING.

THE BOARD AGREED TO ALLOW HIM TO PROCEED.

COMMISSIONERS MEETING November 14, 2011

MR. HANDY MADE A MOTION TO ADJOURN, MR. LYONS SECONDED THE MOTION AND THE MEETING ADJOURNED AT 10:40AM.

RESPECTFULLY SUBMITTED,


NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS


BRIAN S. HANDY, CHAIRMAN

MICHAEL R. LYONS



PETER R. WAY

LEGAL NOTICE
BOURNE WATER DISTRICT
TOWN OF BOURNE
PUBLIC NOTICE

Under Chapter 40, Section 56 of the Massachusetts General Laws, as amended by Chapter 369 of the Acts of 1982, and Chapter 79 of the Acts of 1983, the Board of Water Commissioners will conduct a public hearing on whether the Bourne Water District should implement the Classification Act for Fiscal Year 2012.

Said hearing will be conducted on Wednesday, November 30, 2011 at 8:30 AM at the Bourne Water District Office at 211 Barlows Landing Rd., Pocasset, MA.

At the hearing the Commissioners will hear testimony as to what will be the Fiscal Year 2012 residential factor, which will determine the share of taxes each classification will pay, what will be open space factor, and whether there will be a residential exemption and/or a small business exemption.

Per order of the Bourne Water District Commissioners,

Brian S. Handy, Chairman
Michael R. Lyons
Peter R. Way

2011 NOV 17 PM 1 17
TOWN CLERK'S OFFICE
BOURNE, MASS.

To: Town Clerk
Please Post
11/16/11

BOURNE WATER DISTRICT
 FY12 TAX CLASSIFICATION HEARING NOVEMBER 30, 2011

2011 DEC 15 AM 11 16

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT: COMMISSIONERS BRIAN HANDY, PETER WAY AND MICHAEL LYONS, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

TOWN CLERK'S OFFICE
 BOURNE, MASS

DONNA BARAKAUSKAS, HEAD ASSESSOR FOR THE TOWN OF BOURNE, JOINED THE MEETING.

BRIAN HANDY, CHAIRMAN DECLARED THE MEETING OPEN. MRS. BARAKAUSKAS DESCRIBED THE OPTIONS AVAILABLE TO THE BOARD AND ADVISED THAT THE BOARD OF ASSESSORS RECOMMENDS THAT THE WATER COMMISSIONERS RETAIN ONE TAX RATE FOR ALL CLASSES OF PROPERTY FOR FISCAL YEAR 2012. THE BOARD FEELS THAT THE RELATIVELY SMALL BENEFIT TO THE RESIDENTIAL TAXPAYER THAT COULD BE ACHIEVED THROUGH THE USE OF TWO TAX RATES IS NOT WARRANTED IN LIGHT OF THE DRAMATIC INCREASE IN TAXES PAID BY THE COMMERCIAL/INDUSTRIAL/PERSONAL PROPERTY TAXPAYER. BOURNE IS A LARGELY RESIDENTIAL COMMUNITY THAT SIMPLY DOES NOT HAVE ENOUGH OF A COMMERCIAL/INDUSTRIAL BASE TO MAKE CLASSIFICATIONS WORTHWHILE.

MR. HANDY MADE THE MOTION TO ADOPT A SINGLE TAX RATE FOR ALL CLASSES OF PROPERTY WITH NO EXEMPTIONS OR DISCOUNTS. MR. LYONS SECONDED THE MOTION AND THE BOARD VOTED UNANIMOUSLY TO ADOPT A TAX RATE FACTOR OF "1" FOR ALL CLASSES OF PROPERTY.

MR. HANDY MADE A MOTION TO CLOSE THE HEARING AT 8:35 AM. THE MOTION WAS SECONDED AND THE HEARING WAS CLOSED. MRS. BARAKAUSKAS LEFT THE MEETING.

THE MEETING ADJOURNED AT 8:35 A.M..

RESPECTFULLY SUBMITTED.

Nancy Ward
 NANCY WARD
 DISTRICT CLERK

BOARD OF WATER COMMISSIONERS

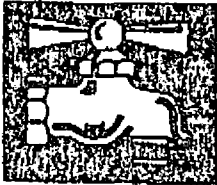
Brian S. Handy
 BRIAN S. HANDY, CHAIRMAN

MICHAEL R. LYONS

Peter R. Way
 PETER R. WAY

Documents used at meeting:

1. Property classification recommendation from Town of Bourne
2. Spreadsheet detailing single tax rate vs. split tax rate



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-564-4660

2011 DEC 12 AM 8 18

TOWN CLERK'S OFFICE
BOURNE, MASS

MEETING NOTICE BOURNE WATER DISTRICT BOARD OF WATER COMMISSIONERS WEDNESDAY, DECEMBER 14, 2011

8:30 A.M. Convene meeting - Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following: -

Minutes:

NOVEMBER 14, 2011 Regular Session

November Commitment
Approve warrant

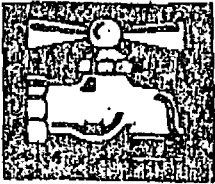
AGENDA
Regular Session

NEW BUSINESS

1. WS-4 update
2. Request for abatement Gorham - 5 Benedict Rd.

SUPERINTENDENTS REPORT

To Town Clerk Please Post
Posted 12/12/2011 8:10 AM



BOURNE WATER DISTRICT

211 Barlow's Landing Road, P.O. Box 1447
Pocasset, Massachusetts 02559
508-563-2294 FAX Number 508-563-2294

2011 DEC 9 PM 2 46

TOWN CLERK'S OFFICE
BOURNE, MASS

**MEETING NOTICE
BOURNE WATER DISTRICT BOARD OF WATER
COMMISSIONERS
WEDNESDAY, DECEMBER 14, 2011**

8:30 A.M. Convene meeting – Bourne Water District Office
211 Barlow's Landing Rd., Pocasset

Approval of the following:
Minutes:
NOVEMBER 14, 2011 Regular Session

November Commitment
Approve warrant

AGENDA
Regular Session

NEW BUSINESS
1. WS-4 update

SUPERINTENDENT'S REPORT

To Town Clerk Please Post
Posted 12/9/2011 1:45 PM

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING DECEMBER 14, 2011**

THE MEETING WAS DULY POSTED

THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT; COMMISSIONERS BRIAN HANDY AND PETER WAY, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

THE COMMISSIONERS SIGNED THE MINUTES OF THE NOVEMBER 14, 2011 MEETING, THE NOVEMBER 30, 2011 TAX CLASSIFICATION HEARING MINUTES, THE COMMITMENT FOR NOVEMBER AND THE WARRANT.

MRS. WARD PRESENTED A LETTER FROM MRS. GORHAM OF 5 BENEDICT ROAD IN BOURNE. THE LETTER STATED THAT THEY HAD EXPERIENCED SAND IN THEIR SYSTEM DUE TO WATER MAIN BREAK NEAR THEIR PROPERTY AND HAD INCURRED A BILL OF \$439.50 FOR A PLUMBER TO REPAIR THEIR TOILET DUE TO THE SAND. SHE REQUESTED THE BOARD CONSIDER A CREDIT TO THEIR ACCOUNT TO OFFSET THE COST OF THE REPAIR. MR. CAMPBELL EXPLAINED THAT THIS IS AN ISOLATED INCIDENT. SOMETIMES SAND DOES GET INTO A SYSTEM DUE TO A BREAK IN THE MAIN BUT NOT TO THE EXTENT THESE PEOPLE WERE AFFECTED. THERE WAS A LARGE BREAK IN THE MAIN ROUGHLY SIX FEET FROM THEIR SERVICE LINE. THEY MUST HAVE TURNED ON A FAUCET AT JUST THE RIGHT TIME WHICH LITERALLY SUCKED THE SAND INTO THE SYSTEM. THEY CALLED THE NEXT DAY AND I SENT SEAN AND BOB OVER TO FLUSH THE SYSTEM AND CHANGE THE METER BASE WHICH WAS TOTALLY PLUGGED WITH SAND. HE STATED HE FELT WE SHOULD AT LEAST GIVE THEM CREDIT FOR HALF OF THE BILL.

MR. WAY ASKED IF WE ARE RESPONSIBLE FOR MORE THAN HALF. MR. CAMPBELL SAID HE REALLY FELT WE SHOULD GIVE THEM CREDIT FOR THE ENTIRE BILL. MR. HANDY SAID WE SHOULD HAVE A POLICY AS FAR AS OUR OBLIGATION IN A SITUATION LIKE THIS. MR. CAMPBELL SAID A SITUATION LIKE THIS HASN'T HAPPENED BEFORE TO THIS EXTENT. WE TRY TO BE PROACTIVE AFTER A BREAK AND FLUSH SO THERE ARE NO ISSUES. THIS WAS JUST AN EXTREME CASE.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO GIVE A CREDIT FOR THE ENTIRE BILL OF \$439.50.

MR. CAMPBELL REPORTED THAT THERE WAS NO PROGRESS ON WS-4. HE SAID HE HAS A CALL INTO MARYLEE KING WHO IS THE LIAISON FOR THE DEPARTMENT OF FISH AND GAME TO SEE HOW SHE MADE OUT WITH SENATOR MURRAY. SHE WAS GOING TO PRESENT THE LEGISLATION DRAFTED BY FISH AND GAME TO REPLACE WHAT WAS FILED PREVIOUSLY. THE LANGUAGE IN THAT BILL IS MUCH BETTER FOR BOTH THE BOURNE WATER DISTRICT AND THE DEPT. OF FISH AND GAME. I HAVE NOT HEARD BACK FROM HER IN THIS REGARD.

MR. CAMPBELL REPORTED THAT THE GILDER ROAD WATER MAIN REPLACEMENT WAS COMPLETED WITH THE REPLACEMENT OF 700 FEET OF 6" PVC PIPE AND A NEW HYDRANT. WE ARE STARTING ON THE BENEDICT ROAD MAIN REPLACEMENT WHICH WILL BE 900 FEET OF 6" PVC PIPE, THE REPLACEMENT OF AN OLD HYDRANT AND THE INSTALLATION OF A NEW HYDRANT. PHASE 3 OF THE MARKET BASKET JOB IN SOUTH SAGAMORE CAME BACK CLEAN AND THERE IS A NEW 8" DUCTILE IRON MAIN WHICH IS LOOPED INTO GARFIELD AVE AND ELEANOR AVE. CANAL BLUFFS PHASE 2 IS CONNECTED TO THE DISTRICT NOW AND THEY ARE 1/3 THROUGH CONSTRUCTION.

MR. CAMPBELL ASKED THE BOARD TO ALLOW HIM TO CARRY 116 VACATION HOURS INTO 2012 AS HE HAS BEEN UNABLE TO TAKE THE TIME. THE BOARD AGREED TO ALLOW HIM TO CARRY THE TIME.

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING DECEMBER 14, 2011**

MR. CAMPBELL STATED THAT IT WAS HIS INTENTION TO BRING A MEMBER OF THE CREW INTO THE FOREMAN'S POSITION IN THE SPRING. HE STATED HE NEEDS THE HELP AS BEING BOTH SUPERINTENDENT AND FOREMAN IS GETTING OVERWHELMING. HE SAID HE WOULD KEEP THE BOARD ADVISED.

MR. HANDY ASKED HOW THE METER REPLACEMENT PROGRAM WAS GOING. MR. CAMPBELL STATED IT WAS NOT GOING WELL. WE HAVE BEEN DOWN A MAN, WITH TOM MCCLAIN OUT FOR THE PAST YEAR AND A HALF AND WITH ALL THE LEAKS WE HAVE HAD THERE IS NO ONE TO PUT IN THAT POSITION ON A REGULAR BASIS AND THE PROGRAM HAS SUFFERED.

MR. HANDY MADE A MOTION TO ADJOURN, IT WAS SECONDED AND THE MEETING ADJOURNED AT 9:00 AM.

RESPECTFULLY SUBMITTED,

Nancy Ward

NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS

Brian S. Handy

BRIAN S. HANDY, CHAIRMAN

Michael R. Lyons

MICHAEL R. LYONS

Peter R. Way

PETER R. WAY

*Filed
10/20/11
11/10/11*

BOURNE WATER DISTRICT**WATER MAIN SPECIFICATIONS**

SIZE: All water mains will be sized by a representative of the Bourne Water District upon submission of a preliminary plan of the project.

LOCATIONS: All mains shall be seven(7) feet from the property lines where practical or as specified by the Bourne Water District.

Fire hydrants shall be located as close as possible to the property corner bounds.

Water services are to be located as close as possible to the center of the lot unless another location is specified by the representative of the Bourne Water District.

HYDRANTS: The maximum allowable spacing for fire hydrants shall be 500 feet or at the discretion of the Superintendent. Fire hydrants located at intersections shall be supplied from the largest available water main. Fire hydrants shall be securely anchored to the water main. Fire hydrants and domestic service lines will not be installed on fire sprinkler service lines.

VALVES: Gate valve spacing and the number of valves at intersections shall be determined by the Bourne Water District.

DEAD END RUNS: No dead end mains allowed.

Multiple Homes and/or Developments:

Must connect from one part of the system to another part of the system. If direct route not available then by way of easement or right of way:

Piping will be same size or one size larger than main being tapped.

Dead end road with no possible way to connect to another part of the system:

Requirements: New main (in & out) one size larger than main being tapped.

2 tees and 5 gates at the main being tapped.

Hydrants placed every 500ft or as indicated on plan by the Superintendent.

Single home under 400 ft from main to house: 2" tap at original main and meter pit and curb stops set at street with 2" main or larger laid to house.

Single home over 400ft but under 600ft from main to house: 6" main with hydrant at end of dedicated line for fire protection only. 2" tap at original main and meter pit and curb stops set at street with 2" main or larger laid to house.

Single home over 600ft from main to house will come under review by the Superintendent and a decision made by the Board of Water Commissioners.

2" tap at original main and meter pit set with 2" or larger main laid to house.

LINES AND GRADES: The contractor shall be responsible for setting lines and grades. The owner/developer shall have all the radii of corners and front lot corners clearly staked and marked.

BLOW OFFS: Blowoffs will be required at the termination of all dead end runs, at all high points in the main line where hydrants are not provided. A service tap shall be provided near the area in which the new water main is connected to the Bourne Water District system for the purpose of testing and chlorinating. Temporary blowoffs shall be removed as required and directed by the Bourne Water District.

COVER: All water lines shall have a minimum of four and one half feet (4 ½'), Unless otherwise directed by a representative of the Bourne Water District.

ROADWAYS: All public and private roads as well as easements shall be to sub grade prior to the start of the water main construction. All sub grades shall be completed to the satisfaction of the town planning board, their inspector and the Bourne Water District with grade stakes clearly marked and in place before the start of the water main construction.

TRENCHING AND BACKFILLING:

Shall meet the approval of the Bourne Water District's representative and shall be back filled at the end of each work day.

ASSEMBLY OF PIPE AND FITTINGS:

Shall be installed in accordance with the manufacturer's installation guide and recommendations.

THRUST BLOCKS AND SUPPORT PADS:

Shall be installed as determined by the Bourne Water District's representative daily and shall be inspected by the representative before backfilling.

SERVICE INSTALLATION:

As determined by the Bourne Water District's representative.

TAPPING WATER MAINS:

Only allowed under the supervision of the Bourne Water District's representative with an approved tapping machine.

INSPECTION: All work and materials used are to be inspected by the Bourne Water District's representative. His or her decision to accept or reject either work or material shall be final and controlling.

BOURNE WATER DISTRICT**WATER MAIN SPECIFICATIONS**

DISINFECTION:

The contractor shall, in the presence of the Bourne Water District's representative, disinfect all new water mains in accordance with ASNI/AWWA C651-92 or latest revision. Disinfection shall be to a minimum of 50 p.p.m. for a contact time of a minimum of 24 hours. The new mains will then be flushed until the chlorine residual is reduced to 0mg/l (or background levels). When flushing the chlorine solution from the mains the discharge water shall be properly neutralized before disposing.

PRESSURE TESTING:

The contractor shall, in the presence of the Bourne Water District's representative, pressure test the new mains in compliance with ANSI/AWWA C600-93 or latest revision. The pipe shall be subject to at least 1.5 times the working pressure, or 150 psi whichever is greater at the point of testing. Duration of test shall be a minimum of one (1) hour.

BOOSTER PUMPS:

All future subdivisions that install a booster pump and are connecting to the Bourne water district distribution system will retain ownership and control of the water mains, hydrants, and booster station. The cost to repair and maintain the mains, hydrants and booster station will be the responsibility of the owner/association. The owner/association will provide the Bourne water district a copy of a signed contract with a licensed contractor for maintenance of the mains, hydrants and booster station, to remain in force at all times.

The Bourne Water District requires the owner/association to provide an alarm system capable of interfacing with the Bourne Water District's scada system to be installed in the booster station. A key to the booster station will be provided to the Bourne Water District.

The Bourne Water District will perform quarterly inspections of the system, the cost of said inspections to be billed to the owner or association at the prevailing hourly rate plus materials. The Bourne Water District reserves the right to perform emergency inspections should the need arise.

BOURNE WATER DISTRICT**HOUSE SERVICE SPECIFICATIONS**

1. Polyethylene house services shall be of 1" outside diameter (copper tubing size) and shall have a rating of 200 p.s.i. and a material specification of PE-3408, conforming to AWWA standard C-901 or the latest revision.
2. Polyvinyl Chloride (P.V.C.) water mains shall be tapped using an approved service saddle with double stainless steel straps and tapped for CC threads.
3. The corporation stop shall be ball valve type, Ford FB-1000 or Mueller B25008 with packed joints.
4. Curb stops shall be ball valve type, Ford B44-444 or Mueller B25209.
5. Direct drilling and tapping will be allowed on ductile iron pipe only, with an approved drilling and tapping machine.
6. Service boxes shall be cast iron, heavy duty slide type 94E, North American made or approved equal.
7. Stainless steel inserts will be used on all polyethylene pipe connections.
8. Service lines greater than 100 feet from the street to the house will require a meter pit system built to Bourne Water District specification.

BOURNE WATER DISTRICT**WATER MAIN SPECIFICATIONS**

WATER PIPE: Polyvinyl Chloride (P.V.C.) 4"-16" pipe Class 150 conforming to AWWA specifications C-900 or latest revisions.

Ductile iron pipe, Class 52 cement lined Tyton joints (or approved equal) conforming to AWWA specifications C-111 and C-151 or latest revisions.

FITTINGS: Ductile iron, cement lined, bituminous coating conforming to the latest revision of AWWA standard C-153.

GATE VALVES: Iron body, resilient seat conforming to AWWA specifications C-509 or latest revision. 2 inch square operating nut, painted black, **OPEN LEFT** with "O" rings. Epoxy coated.

BUTTERFLY VALVES: All main line valves 12 inch and over shall be butterfly valves. Iron body, 2 inch operating nut, painted black, **OPEN LEFT** conforming to AWWA specifications C-504 or latest revision. Epoxy coated.

VALVE BOXES: Cast iron, bituminous coated, adjustable sliding type, with cast iron cover, for heavy traffic use. Must be North American made and approved by the Bourne Water District.

HYDRANTS: Standard hydrants in use, acceptable hydrants are:
Mueller Super Centurion 250
U.S. Pipe Metroflow/M-03
Darling B-62-B
with 2-21/2" hose connection and 1- 41/2" steamer connection
OPEN RIGHT, with break-away bolts or breakable flange, bury size for 41/2 foot cover trench. Valve size shall be a minimum of 5 1/4".
Hydrant branches can be either ductile iron or p.v.c. pipe.
Hydrant color shall be orange with a reflective white top.

TAPPING SLEEVES: All tapping sleeves shall be pre-approved prior to installation by the Bourne Water District.

BOURNE WATER DISTRICT

WATER MAIN INSTALLATION

SCHEDULE OF FEES AND CHARGES FOR ALL SINGLE OR MULTIPLE LOT DEVELOPMENTS OR SUB-DIVISIONS:

SYSTEM EXTENSION FEES:

2 INCH WATER MAIN (AT THE DISCRETION OF SUPERINTENDENT)	\$ 800.00
6 INCH WATER MAIN (ALLOWED ONLY UP TO 300 LINEAR FEET)	\$ 1200.00
8 INCH WATER MAIN	\$ 1500.00
12 INCH WATER MAIN	\$ 2400.00
16 INCH WATER MAIN	\$ 4800.00

TAPPING FEES:

AT THE CURRENT COST OF MATERIALS AND LABOR

INSPECTION FEES:

INSPECTION BY WATER DISTRICT PERSONNEL	\$360.00 – 1 DAY
	\$ 45.00 PER HR.

INSPECTION BY OUTSIDE QUALIFIED INSPECTOR – CURRENT RATES

OUTSIDE INSPECTORS FEES WILL BE BILLED TO THE WATER DISTRICT. THE DISTRICT WILL COLLECT FEES FROM OWNER/DEVELOPER PRIOR TO ACCEPTANCE OR USE OF THE WATER MAIN.

ROAD CROSSOVER GUARANTEE:

ANY TIME A CONNECTION TO THE DISTRICT SYSTEM REQUIRES AN OPEN CUT OF A PUBLIC OR PRIVATE WAY THE OWNER/DEVELOPER SHALL DEPOSIT WITH THE BOURNE WATER DISTRICT A MINIMUM CASH BOND OF \$3,500.00. THE BOND WILL BE REFUNDED UPON WRITTEN ACCEPTANCE BY THE TOWN OF BOURNE HIGHWAY SURVEYOR THAT THE CROSSOVER REPAIR IS COMPLETED TO HIS SATISFACTION.

THESE RULES, REGULATIONS, FEES OR CHARGES ARE SUBJECT TO CHANGE WITHOUT PRIOR NOTICE.

**PER VOTE OF THE
BOARD OF WATER COMMISSIONERS.**



2011 JAN 6 PM 12 05
TOWN CLERK'S OFFICE

Office of The Commissioners
Buzzards Bay Water District
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday January 12, 2011

CALL MEETING TO ORDER:

APPOINTMENTS:

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE: DEP Grant notification

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: MCL Violation
DCR Water Forecast needs

NEW BUSINESS: Fiscal update / Budget discussion

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None proposed

ADJOURNMENT

Caitlin Rocheleau
Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice

BOARD OF COMMISSIONERS MEETING
MINUTES OF
Wednesday January 12, 2011

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

R. Tellier, Chairperson
R. Ethier, Commissioner
J. Carrara, Commissioner
B. Woods, Superintendent

Guests:

none present

Meeting Called to order by Chairperson Rickie Tellier at 4:30 p.m.

APPOINTMENTS:

None

APPROVAL OF MINUTES:

After review, *Commissioner Ethier made a MOTION to approve the minutes of the meeting held on December 8, 2010 as written. The motion was SECONDED by Commissioner Carrara and so moved.*

WARRANT:

Warrant #29 was reviewed and approved.

CORRESPONDENCE:

DEP, notice of grant award; \$7,500 for Capital Outlay Plan development
DEP, notice of no award; Water Conservation Program

SUPERINTENDENT'S REPORT:

Highlights of the Superintendents report included:

- December coliform detections, 1st and 2nd weeks of the month.
- Sanitary tank inspections on 12/10/10; no issues
- DEP meeting on 12/10/10 re coliform violations, lab procedures and disinfection requirements for the balance of December.
- Field staff working on daily chlorine residuals and flushing sections of the system.
- Staff received local training in Emergency Response Planning on Monday 12/20/2010.
- Working on data collection for ASR.
- Meeting with DEP on 1/6/2011 re new 3 year sampling schedule.
- Cycle 2 meter reading and billing conducted during this reporting period.
- DEP Lead & Copper, met compliance levels, next testing fall 2010.

TOWN CLERK'S OFFICE
BUZZARDS BAY, MA
JUL 14 AM 10 53

TREASURER'S REPORT:

Highlights of the Treasurer's report included:

- Commitment(s)
- Calendar Year End
- Commissioners' Pay
- 2012 Budget

COMMITMENT:

Commitment for the month of December 2010, FY10 was reviewed and approved.

OLD BUSINESS:

Superintendent Woods reviewed recent MCL violation and discussed activities associated with providing data to DCR for their water forecast needs program in preparation for water management permitting in the Buzzards Bay Basin.

NEW BUSINESS:

Fiscal update; Superintendent Woods brought to the Commissioners' attention expenditures that could require a necessary reserve transfer later in the fiscal year.

Budget discussion: Superintendent Woods advised the Commissioners that the budget review would include identified service contracts and other pertinent fixed expenses.

OTHER/OPEN COMMENTS:

Brief discussion regarding various certifications, succession planning and training requirements, Board members may wish to discuss at next meeting as part of the budget development. .

There being no further issues to come before the Board, *a MOTION to adjourn the meeting at 6:18PM was made by Commissioner Carrara and SECONDED by Commissioner Ethier and so moved.*

Respectfully Submitted,

Barry W. Woods, Superintendent



2011 FEB 4 AM 10 24 Office of The Commissioners
 Buzzards Bay Water District
 TOWN CLERK'S OFFICE Box 243 - 15 Wallace Avenue
 Buzzards Bay, MA 02532
 (508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday February 9, 2011

CALL MEETING TO ORDER:

APPOINTMENTS:

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: DCR Water Forecast needs
 Capital Outlay Program

NEW BUSINESS: FY 12 Budget discussion

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None proposed

ADJOURNMENT


 Caitlin Rocheleau / District Clerk

FAXED TO:
 Bourne Town Clerk 508-759-7980
 Plymouth Town Clerk 508-830-4062
 PLEASE POST: Meeting Notice

BOARD OF COMMISSIONERS MEETING
MINUTES OF
Wednesday February 9, 2011

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

R. Tellier, Chairperson
J. Carrara, Commissioner
C. Rocheleau, Clerk/Treasurer
B. Woods, Superintendent

Guests:

none present

Meeting Called to order by Chairperson Rickie Tellier at 4:32 p.m.

APPOINTMENTS:

None

APPROVAL OF MINUTES:

After review, *Commissioner Carrara made a MOTION to approve the minutes of the meeting held on January 12, 2010 as written. The motion was SECONDED by Chairperson Tellier and so moved.*

WARRANT:

Warrant #33 was reviewed and approved.

CORRESPONDENCE:

Superintendent Woods briefly mentioned that DEP was granting permit extensions through May 2013 and that work would resume late fall.

SUPERINTENDENT'S REPORT:

Highlights of the Superintendents report included:

- Met with local developer and consultant to provide info relative to public water supply
- Recent extreme temps caused a number of frozen pipe conditions
- Concurring weather related storms impacted our pumping stations, pillar and SCADA controls
- Service technician attended a free distribution training event in Millis on 1/26
- Continued effort towards the DEP Annual Statistical Report
- Attended DEP meeting on water withdrawals in Barnstable 1/28
- Localized power loss at the main station resulted in SCADA and server problems
- Began Capital Outlay review with H&W
- Finalized data and floor plans for the tier 2 draft report. Filed with County Health Department

2011 JUL 14 AM 10 53
TOWN CLERK'S OFFICE
BARNSTABLE, MASS.

TREASURER'S REPORT:

Highlights of the Treasurer's report included:

- > Commitment Numbers
- > Free Cash / DOR
- > Preliminary Budget Draft

COMMITMENT:

Commitment for the month of January 2011 FY11 was reviewed and approved.

OLD BUSINESS:

Superintendent Woods talked on the subject of the Capital Outlay Program. How there would be a need for money in 2 years for FY14. This would be needed for water main replacements and that we would need blue prints to be constructed and followed for years to come. Other uses of funds came into discussion, such as generators and office expansion. There was also talk of all the equipment being houses at the hydro pillar and a space building on the second parcel. At the end of the topic, it was left that Superintendent Woods would talk to Sean Osborne at Haley & Ward about the possibilities of expanding the existing office as well as obtains a few quotes on a trailer for temporary office space.

NEW BUSINESS:

Preliminary discussions and drafts were presented for the FY2010 Budget. The overall statement for the FY2012 budget was to remain level funded where possible, while also staying financially realistic. The preliminary draft did include a few additional line items and expenses to cover maintenance agreements for machinery that had never been highlighted in previous fiscal years, necessary budgetary increases for insurance policies, negotiated STEP increases to current employees, and costs of new equipment for both administrative and distribution uses.

It was also mentioned that the Billing Clerk had requested and pay raise for this upcoming fiscal year. Commissioner Tellier explained that there should be no renegotiating Step increases within a certain Class in regards to the District's pay scale. He also mentioned that due to the economy and the layoffs the Town of Bourne is facing, it would not be a wise choice for us to do so at this time.

OTHER/OPEN COMMENTS:

Chairman Tellier motioned that the Board would like to conduct a strategy session relative to negotiations with Superintendent Woods and was seconded by Commissioner Carrara. The Superintendent agreed to be present for the session. With all other normal business concluded, the Clerk/Treasurer left the meeting at 5:25 PM. The remaining minutes would be taken by the Superintendent.

Chairman Tellier mentioned to both the Superintendent and the Treasurer that there was schedule an Open Meeting Agenda seminar in May and that like any/all other courses offered, supporting our positions, he would like to see us attend.

Respectfully Submitted,
Caitlin Rocheleau, Treasurer / Clerk



Chairman Tellier and Commissioners Carrara stated the Superintendent has been an asset to the District including effectively and efficiently managing the entire District. Chairman Tellier acknowledged that previous budgets and now the proposed budget does not reach the targeted salary indicated for FY/10. Superintendent Woods agreed and indicated he decided to not make the adjustments during previous budget developments. Chairman Tellier and Commissioner Carrara stressed that this situation needs to be rectified as soon as possible. Superintendent Woods advised rectifying by reallocation in FY11 and a FY 12 budget development. Chairman Tellier motioned that the Superintendent's salary be adjusted by the reallocation effective the next payroll and that the remaining adjustment be included in the FY12 draft budget, seconded by Commissioner Carrara and so moved.

A brief discussion was held regarding management, training, succession planning and delegation. In closing the Board members indicated the Superintendent should exercise more delegation and work on reducing vacation accruals.

There being no further issues to come before the Board, ***a MOTION to adjourn the meeting at 5:53PM was made by Commissioner Carrara and SECONDED by Chairman Tellier and so moved.***

Respectfully Submitted,
Barry W. Woods, Superintendent

TREASURER'S REPORT:

Highlights of the Treasurer's report included:

- Commitment Numbers
- Free Cash / DOR
- FY2010 Budget
- Billing System

COMMITMENT:

Commitment for the month of February 2011 FY11 was reviewed and approved.

OLD BUSINESS:

Superintendent Woods briefly spoke of the Capital Improvement Plan and how he projected it would take an estimated figure of \$200,000 a year to replace old infrastructure or to even catch up with new regulations. None of which are involved in this years budget.

NEW BUSINESS:

There was discussion of the Moderator, Commissioners and Operating Budget, as well as the Stabilization for FY12 Budget. Rescinding of Article 9 FY11, Chemical Tank Rehabilitation (Phase I), Storage Tank Mixer and Expansion were also discussed preliminarily for the next fiscal budget.

Chairperson Tellier voiced how he would like to see Superintendent Woods , alongside Commissioner Carrara go into abutting property that is currently for sale, to see if it would be worth while to the District to purchase for either immediate or future use/purposes.

Commissioner Ethier made a MOTION to approve articles as proposed with a space holder of acquisition of property. The motion was SECONDED by Chairperson Tellier and so moved.

OTHER/OPEN COMMENTS:

There being no further issues to come before the Board, *a MOTION to adjourn the meeting at 5:53PM was made by Chairperson Tellier and SECONDED by Commissioner Ethier and so moved.*

Respectfully Submitted,

Caitlin Rocheleau, Treasurer / Clerk



2011 APR 5 AM 9 16 *Office of The Commissioners*
Buzzards Bay Water District
TOWN CLERK'S OFFICE P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:15 p.m. on the following date:

Thursday March 7, 2011

CALL MEETING TO ORDER:

APPOINTMENTS:

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: Annual Meeting Budget & Parcel Acquisition

NEW BUSINESS: Annual Report

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None proposed

ADJOURNMENT


Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice



2011 MAR 3 PM 1 47
TOWN CLERK'S OFFICE

Office of The Commissioners
Buzzards Bay Water District
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday March 9, 2011

CALL MEETING TO ORDER:

APPOINTMENTS:

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

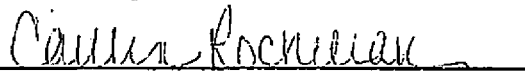
OLD BUSINESS: FY 12 Budget discussion, final review
Capital Outlay Program

NEW BUSINESS: FY 12 Article review

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None proposed

ADJOURNMENT


Caitlin Rochelcau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
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APPROVED

**BOARD OF COMMISSIONERS MEETING
MINUTES OF
Wednesday March 9, 2011**

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

R. Tellier, Chairperson
J. Carrara, Commissioner
C. Rocheleau, Clerk/Treasurer
B. Woods, Superintendent

Guests:

none present

Meeting Called to order by Chairperson Rickie Tellier at 4:30 p.m.

APPOINTMENTS:

None

APPROVAL OF MINUTES:

After review, *Commissioner Carrara made a MOTION to approve the minutes of the meeting held on February 9, 2010 as written. The motion was SECONDED by Chairperson Tellier and so moved.*

WARRANT:

Warrants #35 and #36 were reviewed and approved.

CORRESPONDENCE:

Superintendent Woods briefly explained to the commissioners that District Engineers, Haley & Ward recommend Solar Bee as the mixer for our tanks. He also briefly mentioned that the EPA is passing a law having to do with lead and copper in all supplies used, and those that don't meet regulated numbers/levels must be cleaned out of stock by 2014. These items cannot be scrapped because of the residual effect on air pollutant levels.

Superintendent Woods also told the Commissioners of a Waste Water Advisory Group Meeting and that he feels it important for the Commissions to attend.

SUPERINTENDENT'S REPORT:

Highlights of the Superintendents report included:

- Staff received cross connection software (Tokay) web training on 2/15/2011
- Tank Inspections conducted on 2/24/2011
- Data send to DEP EASR
- Budget and Articles
- Notified District Counsel of Annual Meeting
- Attended MRWA workshop with Steve Souza
- Capital Outlay review with Haley & Ward
- Billing software demonstration with CUSI
- Tier 2 2010 report filed with BCHD, SERC, and Fire Department
- John Deere mini tractor delivered
- W. Perkins passed Distribution Certification

TOWN CLERK'S OFFICE
BOURNES MASS
2011 JUL 14 PM 10 53

TREASURER'S REPORT:

Highlights of the Treasurer's report included:

- Commitment Numbers
- Free Cash / DOR
- FY2010 Budget
- Billing System

COMMITMENT:

Commitment for the month of February 2011 FY11 was reviewed and approved.

OLD BUSINESS:

Superintendent Woods briefly spoke of the Capital Improvement Plan and how he projected it would take an estimated figure of \$200,000 a year to replace old infrastructure or to even catch up with new regulations. None of which are involved in this years budget.

NEW BUSINESS:

There was discussion of the Moderator, Commissioners and Operating Budget, as well as the Stabilization for FY12 Budget. Rescinding of Article 9 FY11, Chemical Tank Rehabilitation (Phase I), Storage Tank Mixer and Expansion were also discussed preliminarily for the next fiscal budget.

Chairperson Tellier voiced how he would like to see Superintendent Woods , alongside Commissioner Carrara go into abutting property that is currently for sale, to see if it would be worth while to the District to purchase for either immediate or future use/purposes.

Commissioner Ethier made a MOTION to approve articles as proposed with a space holder of acquisition of property. The motion was SECONDED by Chairperson Tellier and so moved.

OTHER/OPEN COMMENTS:

There being no further issues to come before the Board, *a MOTION to adjourn the meeting at 5:53PM was made by Chairperson Tellier and SECONDED by Commissioner Ethier and so moved.*

Respectfully Submitted,



Caitlin Rocheleau, Treasurer / Clerk



Office of The Commissioners
 Buzzards Bay Water District
 P.O. Box 243 -- 15 Wallace Avenue
 Buzzards Bay, MA 02532
 (508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:15 p.m. on the following date:

Monday March 28, 2011

CALL MEETING TO ORDER:

OLD BUSINESS: Parcel Acquisition

NEW BUSINESS: District Meeting Warrant

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

ADJOURNMENT

Caitlin Rocheleau

 Caitlin Rocheleau / District Clerk

FAXED TO:
 Bourne Town Clerk 508-759-7980
 Plymouth Town Clerk 508-830-4062
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2011 MAR 24 PM 2 27
 TOWN CLERK'S OFFICE

BOARD OF COMMISSIONERS MEETING
MINUTES OF
Wednesday March 28, 2011

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

R. Tellier, Chairperson
J. Carrara, Commissioner
C. Rocheleau, Clerk/Treasurer
B. Woods, Superintendent

Guests:

none present

Meeting Called to order by Chairperson Rickie Tellier at 4:15 p.m.

OLD BUSINESS:

Commissioner Carrara, after viewing the parcel at 35 Cohasset Avenue, Buzzards Bay, MA 02532, stated his opinion that the asking price of the property is reasonable as well as the land being worth purchasing to the District. In agreement, Superintendent Woods added a detailed list of discussion point highlighting why the parcel would be a beneficial acquisition:

- o District headquarters had outgrown its footprint after 45 years
- o It would eliminate potential issues regarding property lines, parking outside, storage, etc
- o It's a one time opportunity (an referenced Hydropillar land haunting)
- o Adjacent parcel for short term and long term District use
- o It's affordable
- o Beneficial that all District Operations wouldn't have to be in separate locations

Superintendent Woods also had a list of considerations:

- o Action at Special District Meeting (Same date as Annual Meeting)
- o Action at Annual District Meeting
- o Budget Figure
- o Raise & Appropriate, Free Cash Offset, Borrow

*Commissioner Carrara made a **MOTION** to have a Special Meeting at 7:30 p.m., April 12, 2011 or at the Conclusion of the Annual District Meeting. The motion was **SECONDED** by Commissioner Ethier and so moved.*

NEW BUSINESS:

The District Meeting Warrant was presented to and signed by the Commissioner at this time. This was in preparation for the Legal posting by the Constable.

TOWN CLERK'S OFFICE
BOURNE, MASS.
2011 JUL 14 PM 10 53

OTHER/OPEN COMMENTS:

There being no further issues to come before the Board, *a MOTION to adjourn the meeting at 4:37 PM was made by Chairperson Tellier and SECONDED by Commissioner Carrara and so moved.*

Respectfully Submitted,

Caitlin Rocheleau

Caitlin Rocheleau, Treasurer / Clerk



2011 APR 5 AM 11 36

TOWN CLERK'S OFFICE

Office of The Commissioners
Buzzards Bay Water District
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:15 p.m. on the following date:

Thursday April 7, 2011

CALL MEETING TO ORDER:

APPOINTMENTS:

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: Annual Meeting Budget & Parcel Acquisition

NEW BUSINESS: Annual Report

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None proposed

ADJOURNMENT


Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice

REVISED

2012 APR 3 PM 2 18

BOARD OF COMMISSIONERS MEETING

MINUTES OF

Thursday April 7, 2011

TOWN CLERK'S OFFICE

BOURNE, MASS.

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

R. Tellier, Chairperson
J. Carrara, Commissioner
C. Rocheleau, Clerk/Treasurer
B. Woods, Superintendent

Guests:

none present

Meeting Called to order by Chairperson Rickie Tellier at 4:15 p.m.

APPOINTMENTS:

None

APPROVAL OF MINUTES:

After review, *Commissioner Carrara made a MOTION to approve the minutes of the meeting held on February 9, 2010 as written. The motion was SECONDED by Chairperson Tellier and so moved.*

WARRANT:

Warrants #35 and #36 were reviewed and approved.

CORRESPONDENCE:

Superintendent Woods briefly explained to the commissioners that District Engineers, Haley & Ward recommend Solar Bee as the mixer for our tanks. He also briefly mentioned that the EPA is passing a law having to do with lead and copper in all supplies used, and those that don't meet regulated numbers/levels must be cleaned out of stock by 2014. These items cannot be scrapped because of the residual effect on air pollutant levels.

Superintendent Woods also told the Commissioners of a Waste Water Advisory Group Meeting and that he feels it important for the Commissions to attend.

SUPERINTENDENT'S REPORT:

Highlights of the Superintendents report included:

- Staff received cross connection software (Tokay) web training on 2/15/2011
- Tank Inspections conducted on 2/24/2011
- Data send to DEP EASR
- Budget and Articles
- Notified District Counsel of Annual Meeting
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- Billing software demonstration with CUSI
- Tier 2 2010 report filed with BCHD, SERC, and Fire Department
- John Deere mini tractor delivered
- W. Perkins passed Distribution Certification



Office of the Commissioners
BUZZARDS BAY WATER DISTRICT

P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, Mass. 02532

Tel: 508-759-4631
Fax: 508-759-1866

WARRANT

**ANNUAL DISTRICT MEETING
BUZZARDS BAY WATER DISTRICT
APRIL 12, 2011**

2011 MAR 31 PM 1 09
TOWN CLERK'S OFFICE

To one of the Constables of the Town of Bourne, County of Barnstable.

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants who are qualified to vote in the Buzzards Bay Water District, in said Town of Bourne, to meet at

**ST. PETERS CHURCH
165 MAIN STREET
BUZZARDS BAY, MA 02532
WEDNESDAY, APRIL 12, 2011
AT 7:00 P.M.**

Then and there to act upon the following articles:

- ARTICLE 1.** To elect by ballot a Moderator for a term of one (1) year.
- ARTICLE 2.** To elect by ballot a member of the Board of Water Commissioners for a term of three (3) years.
- ARTICLE 3.** To see if the District will vote to raise and appropriate or transfer from available funds in the treasury an amount of money to defray the **operating expenses of the District** for the fiscal year beginning July 1, 2011, including Maintenance and Operations, Service Connections, Legal & Engineering Expense, Insurance Expense, Administration and Clerical, Debt & Interest, Elected Officials Salaries, Salaries and Wages, Miscellaneous Expense and such other expenses as may be deemed necessary by the Board of Water Commissioners, or act anything thereon.
- ARTICLE 4.** To see if the District will vote to raise and appropriate or transfer from available funds in the treasury a sum of money to be added to the **Stabilization Fund**, or act anything thereon.

**Buzzards Bay Water District
Annual Meeting Warrant
April 12, 2011**


ARTICLE 5. To see if the District will vote to rescind the action and authorization taken under **ARTICLE 9 (develop and construct a water distribution improvement program)** at the 2010 Annual District Meeting, or act anything thereon.

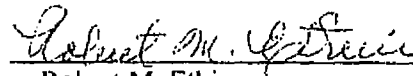
ARTICLE 6. To see if the District will vote to raise and appropriate or transfer from available funds in the treasury a sum of money for **chemical treatment system rehabilitation and repairs of the District's pumping stations including associated controls and equipment**, or act anything thereon

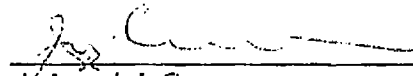
ARTICLE 7. To see if the District will vote to raise and appropriate or transfer from available funds in the treasury a sum of money for **storage tank modifications and repairs for the District's Hydropillar and Standpipe**, or act anything thereon.

Given under our hands this 31st day of March, 2011.

BOARD OF WATER COMMISSIONERS


Rickie J. Tellier Sr. 2011


Robert M. Ethier 2012

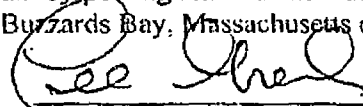

Joseph J. Carrara 2013

A True Copy Attest:

Caitlin Rocheleau
Clerk of the District

WARRANT
April 12, 2011
Barnstable, SS
**Buzzards Bay Water District
Annual Meeting Warrant
April 12, 2011**

I hereby certify that I have published the Warrant by posting attested and true copies thereof in the Buzzards Bay Post Office and the Bourne Town Hall, Buzzards Bay, Massachusetts on the day of March 31, 2011.

 SR.

Constable



Office of the Commissioners
BUZZARDS BAY WATER DISTRICT

P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, Mass. 02532

Tel: 508-759-4631
Fax: 508-759-1866

2011 MAR 31 PM 1 09
TOWN CLERK'S OFFICE

WARRANT

**SPECIAL DISTRICT MEETING
BUZZARDS BAY WATER DISTRICT
APRIL 12, 2011**

To one of the Constables of the Town of Bourne, County of Barnstable.

GREETINGS:

In the name of the Commonwealth of Massachusetts; you are hereby required to notify and warn the inhabitants who are qualified to vote in the Buzzards Bay Water District, in said Town of Bourne, to meet at

**ST. PETERS CHURCH
165 MAIN STREET
BUZZARDS BAY, MA 02532
TUESDAY, APRIL 12, 2011
AT 7:30 P.M.**


AND/OR AT THE CONCLUSION OF THE ANNUAL DISTRICT MEETING

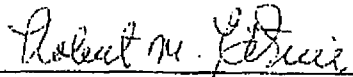
Then and there to act upon the following articles:

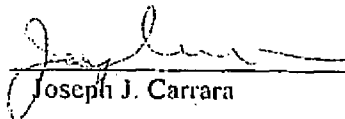
ARTICLE 1. To see if the District will vote to raise and appropriate or authorize the District Treasurer, with the approval of the Board of Commissioners, to borrow a sum of money pursuant to Chapter 44 section 8 of the Mass General Laws to acquire and adapt abutting parcel 23.2-57-0-R, 35 Cohasset for District use, or to act anything thereon.

Given under our hands this 31st day of March, 2010.

BOARD OF WATER COMMISSIONERS


Rickie J. Tellier, Sr. 2011


Robert M. Ethier 2012

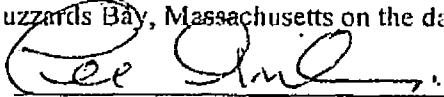

Joseph J. Carrara 2013

A True Copy Attest:

Caitlin Rocheleau
Clerk of the District

WARRANT
April 12, 2010
Barnstable, SS
Buzzards Bay Water District
Special Meeting Warrant
April 12, 2011

I hereby certify that I have published the Warrant by posting attested and true copies thereof in the Buzzards Bay Post Office and the Bourne Town Hall, Buzzards Bay, Massachusetts on the day of March 31, 2011.


Constable



**SPECIAL DISTRICT MEETING
BUZZARDS BAY WATER DISTRICT
ST. PETERS CHURCH
165 MAIN STREET
BUZZARDS BAY, MA 02532
TUESDAY, APRIL 12, 2011
7:10 P.M.**

The meeting was called to order by the Moderator, Eda L. Cardoza at 7:10 p.m. with 14 registered voters present.

ARTICLE 1. To see if the District will vote to raise and appropriate or authorize the District Treasurer, with the approval of the Board of Commissioners, to borrow a sum of money pursuant to Chapter 44 section 8 of the Mass General Laws to acquire and adapt abutting parcel 23.2-57-0-R, 35 Cohasset for District use, or to act anything thereon .

A **MOTION** was made by Joseph Carrara that the District vote to appropriate or authorize the sum of \$175,000.00 for the purpose of this Article and to meet this appropriation to borrow the sum of \$175,000.00 pursuant to Chapter 44 section 8 of the Mass General Laws to acquire and adapt abutting parcel 23.3-57-0-R, 35 Cohasset for District use.

The **MOTION** was **SECONDED** by Robert Ethier and there was a **unanimous approval**.

With no further business to come before the voters, a **MOTION** to Adjourn was made at 7:19 p.m. which was duly **SECONDED** and **unanimously approved**.

April 12, 2011
A True Copy Attest:

A handwritten signature in cursive script that reads "Caitlin Rocheleau".

Caitlin J. Rocheleau
District Clerk

A rectangular stamp with the text "TOWN CLERK'S OFFICE" and "BOURNE MASS." oriented vertically. Below this, the date and time "2011 JUL 14 AM 10:54" are stamped horizontally.



**ANNUAL DISTRICT MEETING
BUZZARDS BAY WATER DISTRICT
ST. PETERS CHURCH
165 MAIN STREET
BUZZARDS BAY, MA 02532
TUESDAY, APRIL 12, 2011
7:00 P.M.**

The meeting was called to order by the Moderator, Eda L. Cardoza at 7:00 p.m. with 14 registered voters present.

ARTICLE 1. To elect by ballot a Moderator for a term of one (1) year.

A **MOTION** was made and **SECONDED** to nominate Eda L. Cardoza as Moderator, for a term of one (1) year. With no further nominations a **MOTION** was made and **SECONDED** to close nominations. There was then a **unanimous vote** to elect Eda L. Cardoza to be Moderator for the next year.

ARTICLE 2. To elect by ballot a member of the Board of Water Commissioners for a term of three (3) years.

A **MOTION** was made to nominate Rickie Tellier as Commissioner for a term of three (3) years, which was duly **SECONDED**. As there were no further nominations a **MOTION** was made to close nominations. The motion was duly **SECONDED** and so voted **unanimously**. There was then a **unanimous vote** to elect Rickie Tellier to be a Commissioner for a term of three (3) years.

ARTICLE 3. To see if the District will vote to raise and appropriate or transfer from available funds in the treasury an amount of money to defray the operating expenses of the District for the fiscal year beginning July 1, 2011 (FY12), including Maintenance and Operations, Service Connections, Legal & Engineering Expense, Insurance Expense, Administration and Clerical, Debt & Interest, Elected Officials Salaries, Salaries and Wages, Miscellaneous Expense and such other expenses as may be deemed necessary by the Board of Water Commissioners, or act anything thereon.

TOWN CLERK
BOARDS & COMMISSIONERS
2011 JUL 14 PM 10 53

Rickie Tellier made a **MOTION** that the District vote to appropriate the sum of **\$1,016,487.07** for the purposes specified herein and to meet this appropriation to raise and appropriate the amount of **\$1,016,487.07** and to authorize the expenditure of this appropriation for the following designated purposes:

Maintenance & Operations
Service Connections
Legal & Engineering Expense
Insurance Expense
Administration & Clerical
Debt & Interest
Elected Official Salaries
Salaries & Wages
Miscellaneous Expense

and such other expenses as may be deemed necessary by the Board of Water Commissioners.

The motion was **SECONDED** by Peter Meier and there was a **unanimous approval**.

ARTICLE 4. To see if the District will vote to raise and appropriate or transfer from available funds in the treasury a sum of money to be added to the **Stabilization Fund**, or act anything thereon.

Joseph Carrara made a **MOTION** that the District vote to raise and appropriate the amount of **\$10,000.00** to be added to the **Stabilization Fund**.

The motion was **SECONDED** by Rickie Tellier and there was a **unanimous approval**.

ARTICLE 5. To see if the District will vote to **rescind the action and authorization taken under ARTICLE 9 (develop and construct a water distribution improvement program) at the 2010 Annual District Meeting**, or act anything thereon.

Robert Ethier made a **MOTION** that the District vote to **rescind the action and authorization taken under ARTICLE 9 (develop and construct a water distribution improvement program) at the 2010 Annual District Meeting**.

The motion was **SECONDED** by Rickie Tellier and there was a **unanimous approval**.

ARTICLE 6. To see if the District will vote to raise and appropriate or transfer from available funds in the treasury a sum of money for **chemical treatment system rehabilitation and repairs of the District's pumping stations including associated controls and equipment**, or act anything thereon

Rickie Tellier made a MOTION that the District vote to appropriate \$38,500.00 for chemical treatment system rehabilitation and repairs of the District's pumping stations including associated controls and equipment and to meet this appropriation, to raise and appropriate the amount of \$38,500.00 for the purpose of this article.

The motion was **SECONDED** by Joseph Carrara and there was a **unanimous approval**.

ARTICLE 7. To see if the District will vote to raise and appropriate or transfer from available funds in the treasury a sum of money for **storage tank modifications and repairs for the District's Hydropillar and Standpipe**, or act anything thereon.

Joseph Carrara made a MOTION that the District vote to appropriate the sum of \$55,000.00 for **storage tank modifications and repairs for the District's Hydropillar and Standpipe** and to meet this appropriation, to raise and appropriate the amount of \$55,000.00 for the purpose of this article.

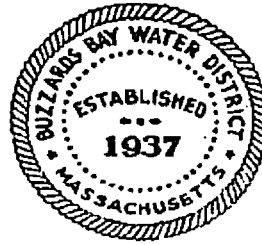
The motion was **SECONDED** by Rickie J. Tellier and there was a **unanimous vote**.

With no further business to come before the voters, a **MOTION to Adjourn** was made at 7:10 p.m. which was duly **SECONDED** and **unanimously approved**.

April 12, 2011
A True Copy Attest:



Caitlin J. Rocheleau
District Clerk



2011 MAY 5 AM 9 33

TOWN CLERK'S OFFICE

Office of The Commissioners
 Buzzards Bay Water District
 P.O. Box 243 - 15 Wallace Avenue
 Buzzards Bay, MA 02532
 (508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday May 11, 2011

CALL MEETING TO ORDER:

BOARD ORGANIZATION:

APPOINTMENTS:

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:


OLD BUSINESS: Customer Complaint: Demand Charge
 Customer Meter Inquiry
 Property Acquisition Update

NEW BUSINESS:

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

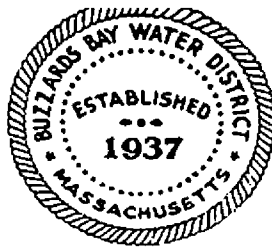
EXECUTIVE SESSION: None proposed

ADJOURNMENT



 Caitlin Rocheleau / District Clerk

FAXED TO:
 Bourne Town Clerk 508-759-7980
 Plymouth Town Clerk 508-830-4062



Office of The Commissioners
Buzzards Bay Water District
P.O. Box 243 – 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday May 11, 2011

The meeting originally scheduled for May, 11, 2011 has been postponed until Wednesday, June 8.

Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice

TOWN CLERK'S OFFICE
BOURNE, MASS.
2011 JUL 14 AM 10 54



2011 MAY 10 PM 4 03

TOWN CLERK'S OFFICE

Office of The Commissioners
 Buzzards Bay Water District
 P.O. Box 243 - 15 Wallace Avenue
 Buzzards Bay, MA 02532
 (508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday May 11, 2011

The meeting originally scheduled for May, 11, 2011 has been postponed until Wednesday, June 8.

Caitlin Rocheleau

 Caitlin Rocheleau / District Clerk

FAXED TO:
 Bourne Town Clerk 508-759-7980
 Plymouth Town Clerk 508-830-4062
 PLEASE POST: Meeting Notice



2011 JUN 3 AM 10 04
TOWN CLERK'S OFFICE

Office of The Commissioners
Buzzards Bay Water District
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday June 8, 2011

CALL MEETING TO ORDER:

APPOINTMENTS:

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE: Troy Wall handout, Open Meeting Law Info

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: Property Acquisition Update
Billing Software Update

NEW BUSINESS: Customer Complaint: Demand Charge
Customer Separate Meter Inquiry
Sean Osborne: Capital Improvement Plan Update

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None proposed

ADJOURNMENT

Caitlin Rocheleau
Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice

BOARD OF COMMISSIONERS MEETING
MINUTES OF
Thursday June 8, 2011

Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

R. Tellier, Chairperson
J. Carrara, Commissioner
C. Rocheleau, Clerk/Treasurer
B. Woods, Superintendent

Guests:

Sean Osborne, Haley & Ward

Meeting Called to order by Chairperson Rickie Tellier at 4:30 p.m.

APPOINTMENTS:

None

APPROVAL OF MINUTES:

After review, *Commissioner Carrara made a MOTION to approve the minutes of the meeting held on February 9, 2011 as written. The motion was SECONDED by Chairperson Tellier and so moved.*

After review, *Commissioner Carrara made a MOTION to approve the minutes of the meeting held on March 9, 2011 as written. The motion was SECONDED by Chairperson Tellier and so moved.*

After review, *Commissioner Carrara made a MOTION to approve the minutes of the meeting held on March 28, 2011 as written. The motion was SECONDED by Chairperson Tellier and so moved.*

After review, *Commissioner Carrara made a MOTION to approve the minutes of the Annual District Meeting held on April 12, 2011 as written. The motion was SECONDED by Chairperson Tellier and so moved.*

After review, *Commissioner Carrara made a MOTION to approve the minutes of the Special District Meeting held on April 12, 2010 as written. The motion was SECONDED by Chairperson Tellier and so moved.*

WARRANT:

Warrant #50 reviewed and approved.

CORRESPONDENCE:

Superintendent Woods presented the Board with a printout on the new Open Meeting Law information that Attorney Troy Wall filtered out from the training that he, Mr. Woods and Ms. Rocheleau attended back in May.

2011 JUL 14 PM 10:54
TOWN CLERK'S OFFICE
BOURNE MASS.

SUPERINTENDENT'S REPORT:

Highlights of the Superintendents report included:

- Assisted Treasurer with Annual Meeting materials
- Annual DEP flow meter certifications
- Supervisor training program for S. Souza on 4/12
- Safety training for S. Solari and W. Perkins on 4/20
- Sample collection workshop for S. Souza on 4/21
- Completed and submitted data for DEP Annual Statistical Report
- Pumping station testing by Maher on 4/25
- PCWWA Public Communication meeting on 4/27
- Damaged hydrant by motor vehicle, with no accident report on Lafayette
- Procurement workshop in Boston 5/3
- Legislative Day on the Hill at State House 5/4
- S Souza was rear ended in district vehicle on 5/4
- Damaged hydrant on Head of the Bay Rd repaired on 5/9

TREASURER'S REPORT:

Highlights of the Treasurer's report included:

- Commitments
- New Billing System
- Accounting Software
- Free Cash
- Audit
- Open Meeting Law
- Cash Assets

COMMITMENT:

Commitment for the month of May 2011 FY11 was reviewed and approved.

OLD BUSINESS:

Commissioner Carrara spoke about the impending property acquisition. He has been in contact with the broker, who has indicated that there are still some unresolved legal issues dealing with power of attorney. Commissioner Carrara still believe that this would be a beneficial purchase for District use and thinks it is best to just be patient, let the broker works things out with the seller/agent and see what happens.

NEW BUSINESS:

A customer's written complaint regarding their demand charge was brought to the Commissioners' attention. After reading the letter and going over our billing policies and time frames, a decision was made to take no action in eliminating the charge off the customers account.

The Commissioners also spoke on the pros and cons of separate sprinkler accounts for those customers who run sprinkler systems or similar and are trying to avoiding having to pay sewer charges based on the relative water usage. After weighing out the different approaches and the resulting effect this would have on conservation of water and revenue decreases for both the District and Town of Bourne, it was decided that there will be no sewer-deduct meters.

Sean Osborne, from Haley & Ward, was in to propose to the Board a Capital Improvement Plan under DEP's Capital Improvement Grant Program. The purpose of the plan is to assist the water system to achieve: improvements and efficiency to the distribution system, develop an accurate

assessment of funding necessary, and prompt the water system to establish an annual investment into the budget process for performing capital improvements.

Mr. Osborne gave a brief history of the systems background and then followed up with evaluation criteria. He spoke of how the Buzzards Bay Water District is continually trying to protect its service to the customers, but without an ongoing program to protect the wells, tanks and mains we are faced with threats of breaks, leaks, bacterial contamination, etc.

This presentation was followed up by a tentative plan, areas of high demand opposed to those that can be held off, a rough time frame and possible funding options. Mr. Osborne also explained that, to date, the Buzzards Bay Water District is 1 of 24 communities putting in for the grant and that we should try to enter our system in as an active participant before funding runs out.

At the end of the presentation, *Commissioner Joe Carrara made a MOTION to accept the Capital Improvement Plan as a living document. The motion was SECONDED by Commissioner Tellier, and so moved.*

OTHER/OPEN COMMENTS:

There being no further issues to come before the Board, *a MOTION to adjourn the meeting at 6:32 PM was made by Chairperson Tellier and SECONDED by Commissioner Carrara and so moved.*

Respectfully Submitted,


Caitlin Rocheleau, Treasurer / Clerk



2011 JUL 8 AM 10 31

Office of The Commissioners
TOWN CLERK'S OFFICE Buzzards Bay Water District
BOURNE, MASS. P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday July 13, 2011

CALL MEETING TO ORDER:

BOARD ORGANIZATION:

APPOINTMENTS:

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE: CCR Published
Sanitary Survey
NEWWA: Support

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: Property Acquisition Update

NEW BUSINESS:

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None proposed

ADJOURNMENT


Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice

BOARD OF COMMISSIONERS MEETING

MINUTES OF

2012 APR 3 PM 2 19 Thursday July 13, 2011

TOWN BOURNE DISTRICT
BOURNE, MASS

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

Robert Ethier, Chairperson
R. Tellier, Commissioner
J. Carrara, Commissioner
C. Rocheleau, Clerk/Treasurer
B. Woods, Superintendent

Guests:

Meeting Called to order by Chairperson Rickie Tellier at 4:30 p.m.

BOARD ORGANIZATION: Annual reorganization discussion, **Commissioner Carrara** motioned to nominate **Commissioner Ethier** for **Chairperson**, seconded by **Commissioner Tellier** and so moved. **Commissioner Tellier** motioned to nominate **Commissioner Carrara** for **Vice Chairperson**, seconded by **Chairman Ethier** and so moved. **Commissioner Carrara** motioned to nominate **Commissioner Tellier** for **Clerk**, seconded by **Chairman Ethier** and so moved. **Chairman Ethier** assumed the Chair for the balance of the meeting.

APPOINTMENTS:

None

APPROVAL OF MINUTES:

After review, *Commissioner Tellier made a MOTION to approve the minutes of the meeting held on June 8, 2011 as written. The motion was SECONDED by Commissioner Carrara and so moved.*

WARRANT:

Warrants #53a FY11, 1 FY12, and 2 FY12 were reviewed and approved.

CORRESPONDENCE:

Superintendent Woods announced to the Board the Districts Annual Consumer Confidence Report had been published and distributed. He also made them aware that there was no open enforcement or violations with the Sanitary Survey.

SUPERINTENDENT'S REPORT:

Highlights of the Superintendents report included:

- DEP Monitoring Waiver
- Met with McGrath and Holmes for Utility information
- Vadar's first training program
- Operators attended Water Works training on June 16th
- Participated in a certified operator DEP subcommittee on staffing requirements
- Provided Cape Cod Commission staff with water supply and production figures
- Staff completed field readings and problem reads
- Participated in discussion with Bob Bliss and treasurer re accounting
- Meeting with Haley & Ward re CIP June 16th
- Completion of CCR
- Selectmens meeting has been postponed

TREASURER'S REPORT:

Highlights of the Treasurer's report included:

- Commitment
- Billing System
- Free Cash
- Audit / Bookkeeping

COMMITMENT:

Commitment for the month of June 2011 FY11 was held off until August 2011 due to the transition of new billing system and some unforeseen delays.

OLD BUSINESS:

Commissioner Carrara spoke about the impending property acquisition. He has been in contact with the broker, who has indicated that there are still some unresolved legal issues dealing with power of attorney. Commissioner Carrara still believe that this would be a beneficial purchase for District use and thinks it is best to just be patient, let the broker works things out with the seller/agent and see what happens.

NEW BUSINESS:

None

OTHER/OPEN COMMENTS:

There being no further issues to come before the Board, *a MOTION to adjourn the meeting at 5:43 PM was made by Commissioner Carrara and SECONDED by Commissioner Tellier and so moved.*

Respectfully Submitted,

Caitlin Rocheleau, Treasurer / Clerk



2011 AUG 5 PM 2 39

Office of the Commissioners
TOWN CLERK'S OFFICE - Buzzards Bay Water District
BOURNE, MASS. P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday August 10, 2011

CALL MEETING TO ORDER:

APPOINTMENTS:

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: Property Acquisition Update

NEW BUSINESS: Update re: 8/2 Meeting with Bourne Sewer Commissioners

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None proposed

ADJOURNMENT


Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice



2011 AUG 25 PM 10 30

TOWN CLERK'S OFFICE
BOURNE, MASS

Office of The Commissioners
Buzzards Bay Water District
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday August 31, 2011

CALL MEETING TO ORDER:

APPOINTMENTS:

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: Property Acquisition Update
System Connection: Buttermilk Bay Bridge

NEW BUSINESS: Update re: 8/2 Meeting with Bourne Sewer Commissioners
Special District Meeting / Distribution Warrant

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None proposed

ADJOURNMENT

Caitlin Rocheleau
Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice

BOARD OF COMMISSIONERS MEETING

MINUTES OF

2012 APR 3 PM 2 19

Wednesday August 31, 2011

TOWN CLERK'S OFFICE
Bourne Water District
BOURNE, MASS

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

Robert Ethier, Chairperson
R. Tellier, Commissioner
J. Carrara, Commissioner
C. Rocheleau, Clerk/Treasurer
B. Woods, Superintendent

Guests:

Meeting Called to order at 4:30 pm by Chairperson Ethier

APPOINTMENTS:

None

APPROVAL OF MINUTES:

After review, *Commissioner Tellier made a MOTION to approve the minutes of the meeting held on July 13, 2011 as written. The motion was SECONDED by Commissioner Carrara and so moved.*

WARRANT:

Warrant #9 reviewed and approved.

CORRESPONDENCE:

Superintendent Woods had a memo from TRM to present to the commissioners stating that any work needed at the tank facility would have to be planned and approved before the project, as a whole, will be approved.

SUPERINTENDENT'S REPORT:

Highlights of the Superintendents report included:

- Submittal for DEPs monitoring Waiver Program
- State House: Water Resources hearing
- SDWA advisory
- Provided CC Commission with additional water supply figures
- Chaired a MA WARN meeting
- Final billing delay
- Hydro pillar visit with H&W and T-Mobile re: Maintenance and repairs
- Accounting articles with Treasurer and Auditor
- Met with Sewer Commissioner re Irrigation & Metering
- Solar Bee installation at Milford Water
- Communication with DOT re Buttermilk Bay Bridge
- MA Fire Academy in Stow
- Station #3 pump motor out of service
- Vadar billing issues
- Hurricane Irene

TREASURER'S REPORT:

Highlights of the Treasurer's report included:

- Commitment
- Billing System
- Audit/Bookkeeping
- Aflac
- Murray & MacDonald
- MCTA

COMMITMENT:

Commitment for the months of June 2011 FY11 and July 2011 FY12 were reviewed and approved.

OLD BUSINESS:

Commissioner Carrara had an update for the Board on the Property Acquisition on the abutting parcel. Commissioner Carrara told the Board that the resident was seeking pro-bono information for legal rights to the house due to the fact that the house was in his mother's name.

Commissioner Carrara believes the house will eventually be sold as a short sale and that the District should be patient and wait for the best possible deal. The Commissioners then discussed upgrading the offer on the property to be close to the banks asking price once the house does official go to short sale.

Superintendent Woods brought up the topic of the Inter-System Connection with Onset. He made the commissioners aware that MA DOT put designs out to both Bourne and Wareham. Onset voted to move forward with this project, but contingent on if we participate at \$65,000.00. Superintendent Woods suggest we have a Special District Meeting to vote to use our certified free cash for this project.

Commissioner Carrara made a MOTION to support the DOT's request for inter-system connection through the Buttermilk Bay Bridge. The motion was SECONDED by Commissioner Tellier and so moved.

NEW BUSINESS:

In regards to the August 2nd meeting with the Bourne Sewer Commissioners, a discussion was brought up regarding standard practice within the Water District at the request of town selectmen. It was discussed that the Board was open to meeting with the selectmen for related discussions, but must first be reviewed and scheduled at a regular monthly Commissioners meeting at the Water District.

In preparation for the Special District Meeting, Caitlin Rocheleau presented the Board with the distribution warrant for the commissioners to sign.

OTHER/OPEN COMMENTS:

There being no further issues to come before the Board, *a MOTION to adjourn the meeting at 5:40 PM was made by Commissioner Tellier and SECONDED by Commissioner Carrara and so moved.*

Respectfully Submitted,

Caitlin Rocheleau, Treasurer / Clerk



Office of the Commissioners
BUZZARDS BAY WATER DISTRICT

P.O. Box 243 - 15 Wallace Avenue

Buzzards Bay, Mass. 02532

Tel: 508-759-4631

Fax: 508-759-1866

2011 SEP 6 PM 2 52

TOWN CLERK'S OFFICE
BOURNE, MASS

WARRANT

**SPECIAL DISTRICT MEETING
BUZZARDS BAY WATER DISTRICT
September 14, 2011**

To one of the Constables of the Town of Bourne, County of Barnstable.

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants who are qualified to vote in the Buzzards Bay Water District, in said Town of Bourne, to meet at


**ST. PETERS CHURCH
165 MAIN STREET
BUZZARDS BAY, MA 02532
Wednesday September 14, 2011
AT 7:00 P.M.**

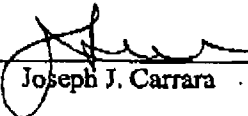
Then and there to act upon the following articles:

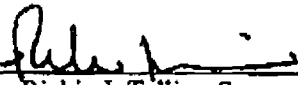
ARTICLE 1. To see if the District will vote to raise and appropriate or transfer from available funds in the treasury an amount of money to support the installation of water main and fittings within the new Buttermilk Bay Bridge including other distribution system maintenance as determined by the Board, or act anything thereon.

Given under our hands this 31st day of August, 2011.

BOARD OF WATER COMMISSIONERS

 8/31/11
Robert M. Ethier 2012

 8.31-11
Joseph J. Carrara 2013

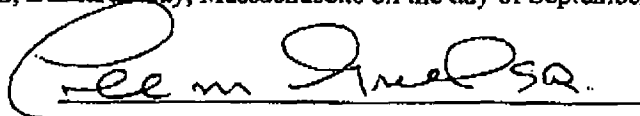
 8/31/2011
Rickie J. Tellier, Sr. 2014

A True Copy Attest:

Caitlin Rocheleau
Clerk of the District

WARRANT
September 14, 2011
Barnstable, SS
Buzzards Bay Water District
Special Meeting Warrant
September 14, 2011

I hereby certify that I have published the Warrant by posting attested and true copies thereof in the Buzzards Bay Post Office and the Bourne Town Hall, Buzzards Bay, Massachusetts on the day of September 2, 2011.



Constable



Office of The Commissioners
Buzzards Bay Water District
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

2011 NOV 4 PM 1 52

TOWN CLERK'S OFFICE
BOURNE, MASS.

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday November 9, 2011

CALL MEETING TO ORDER:

APPOINTMENTS: Billing Clerk: To discuss duties

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE: TRM re Sprint request for consent
DEP: 2010 Performance Standards, CIPGP

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: Property Acquisition Update
Bourne Waste-Water Study
Well #5 Update
20 Year CIP

NEW BUSINESS: Personnel Updates
Tank Inspections & Internal Cleaning 2011 Report

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None proposed

ADJOURNMENT

Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice

BOARD OF COMMISSIONERS MEETING

MINUTES OF

2012 APR 3 PM 2 19

Wednesday November 9, 2011

TOWN CLERK'S OFFICE
Bourne, MA
Buzzards Bay Water District

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

Robert Ethier, Chairperson
J. Carrara, Commissioner
R. Tellier, Commissioner
C. Rocheleau, Clerk/Treasurer
B. Woods, Superintendent

Guests:

Sean Osborne

Meeting Called to order at 4:30 pm by Chairperson Ethier

APPOINTMENTS:

Originally scheduled appointment was cancelled due to schedule conflict.

APPROVAL OF MINUTES:

After review, *Commissioner Tellier made a MOTION to approve the minutes of the meeting held on August 31, 2011 as written. The motion was SECONDED by Commissioner Carrara and so moved.*

After review, *Commissioner Tellier made a MOTION to approve the minutes of the special meeting held on September 14, 2011 as written. The motion was SECONDED by Commissioner Carrara and so moved.*

WARRANT:

Warrants #19 and #20 were reviewed and approved.

CORRESPONDENCE:

TRM has provided plans in writing which have been forwarded to Haley & ward for clear translation of costs, effects, etc. stemming from extensive changes. Sean Osborne then explained that TRM wants to put up more antennas than they have leased space for. Mr. Osborne also cited that Sprint / Nextel has some work that needs to be done to meet inspection and we are going to be very strict as to what they need to meet for standard payments, etc.

Superintendent Woods brought it to the Boards' attention that we met DEP's numbers of **60 gallons / person / day**. He also notified the Board that our CIPGP draft had been approved. In addition to this information, Sean Osborne cited that DEP approved the work drafted and that are now able to expand the scope for more water mains, service lines, etc.

SUPERINTENDENT'S REPORT:

Highlights of the Superintendents report included:

- Review Insurance Policies with Murray & MacDonald
- Attended an EPA asset management workshop
- Participated in MRWA workshop
- Special District Meeting
- Ground Water out of business
- Notified DOT that funding had been authorized on Buttermilk Bay Bridge project
- Temporary Disinfection
- Wastewater Advisory Committee meeting
- Standpipe inspected and cleaned
- HydroPillar inspected and cleaned
- NEWWA training event
- Turn Offs for nonpayment
- PCWWA meeting
- BCWUA workshop
- Service leak on Anderson
- Water main break in Hideaway Village
- Wayne and Bayy at Haley & Ward re mapping and CIP updates
- Water main break on Harrison
- Disinfection phased out
- S Souza Groung Water Rule training

TREASURER'S REPORT:

Highlights of the Treasurer's report included:

- Commitment
- Billing System
- Audit/Bookkeeping
- Recap

COMMITMENT:

Commitment for the months of August 2012 FY11 and September 2011 FY12 were reviewed and approved.

OLD BUSINESS:

Commissioner Carrara advised the Board that there was no additional information pertaining to the property acquisition and that we should just be patient and wait for the property to go to a short sale.

As for the Bourne Waste Water Study, Superintendent Woods provided an overview of the Bourne waste water planning document as relates to current and future water supplies which has been reported by the Cape Cod Commission from ongoing research of the previous 5 months.

In regards to the Well #5 update, Sean Osborne told the Board that the land should be claimed for future plans before the opportunity is lost and that we should hire Mahre to test what land is viable and what land is not. Buzzards Bay Water District does not want a well site that requires treatment. At this point Commissioner Tellier asked if the land needs to be purchased first. Mr. Osborne assured him that testing can be done before any purchasing/acquiring/transfer of land is recorded. Commissioner Tellier then added that this would be a good time to do so due to the good relationships the District has with the town selectmen committee. Additionally,

Superintendent Woods suggested the idea of an easement rather than a full purchase to save the District money.

In regards to the 20 Year CIP, Sean Osborne referred to the project as a "posture change" and suggest that the District keep plugging away at the work, internally, and look at a major expense every 3 or so years. By doing this, the District will be moving forward and be able to see the accomplished results. Additionally, Mr. Osborne suggest that at town meeting the District specify by road name where the work will be done to make it easier for the voters to accept and agree to back the project.

NEW BUSINESS:

Superintendent Woods gave some insight in relation to personnel updating. All the field technicians are up for renewal. S Souza is attending an asbestos class, S Solari has training and 2 exams to obtain a new grade license as required, and W Perkins passed his D1 and T1 and is still in training.

It was discussed by the Board, Superintendent and Treasurer that employee evaluations for all of the employees at the water district were to be completed and kept within the office for review by January's Board meeting. It was also determined by the Board that any adjustments to personnel's step, class or salary was to be handled by Superintendent Woods, as supervisor and manager.

Superintendent also shared with the Board his letter of resignation, noting that his desired date of resignation will be August 2012. There were mixed feeling and comments in regards to this notice. The Commissioners voiced their opinions of the great work that Mr. Woods has done while serving as Superintendent and that they prefer to not see him leave. There were different plans of action suggested in hopes of keeping Mr. Woods, but none that overruled his original date of August 2012. It was then discussed by the Board to be proactive in finding a replacement with similar experience and work ethic as Mr. Woods.

As for tank cleaning and inspections, the hydropillar was noted as needing to be cleaned and a recoating was also suggested. The standpipe could use some spot repair before it loses too much metal to rust. Certain small areas were noted, specifically. Solarbee was also scheduled to be installed in a few weeks and/or before the end of the year.

OTHER/OPEN COMMENTS:

There being no further issues to come before the Board, *a MOTION to adjourn the meeting at 6:54 PM was made by Chariperson Ethier and SECONDED by Commissioner Carrara and so moved.*

Respectfully Submitted,

Caitlin Rocheleau, Treasurer / Clerk



2011 NOV 22 AM 10 07

TOWN CLERK'S OFFICE *Office of The Commissioners*
BOURNE, MASS Buzzards Bay Water District
P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

**BUZZARDS BAY WATER DISTRICT
BOARD OF WATER COMMISSIONERS
PUBLIC HEARING ON PROPERTY
TAXES**

The Board of Water Commissioners will hold a Public Hearing pursuant to the provisions of Mass. General Laws on Wednesday, November 30, 2011 at 4:15 PM at the Buzzards Bay Water District, 15 Wallace Avenue, Buzzards Bay, MA 02532 to solicit public input on the issue of allocating the Local Property Tax levy among the property classes for the fiscal year 2012. In summary the Board of Water Commissioners is empowered by Mass. General Laws to determine the percentages of the tax levy to be borne by each class of property for the fiscal year. Classes are as follows:

Residential Property Class One
Open Space Class Two
Commercial Property Class Three
Industrial Property Class Four
Personal Property

At this hearing, the Board of Assessors will provide information and data relevant to making a decision on allocating the tax burden among the classes of property, including the fiscal effect of the available alternatives. Citizens wishing to be heard on this matter are encouraged to present written and oral testimony to the Board of Commissioners. Written comments may be submitted to the Office of the Board of Commissioners, P.O. Box 243, 15 Wallace Avenue, Buzzards Bay, Ma 02532, no later than Tuesday, November 29, 2011.

A handwritten signature in cursive script that reads "Caitlin Rocheleau".

Caitlin Rocheleau, Treasurer / Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980

PLEASE POST



2011 DEC 9 PM 3 44

Office of The Commissioners

TOWN CLERK'S OFFICE Buzzards Bay Water District
BOURNE, MASS P.O. Box 243 - 15 Wallace Avenue
Buzzards Bay, MA 02532
(508) 759 - 4631

The Board of Commissioners will hold a meeting to conduct District business at the District Office, 15 Wallace Avenue, Buzzards Bay at 4:30 p.m. on the following date:

Wednesday December 14, 2011

CALL MEETING TO ORDER:

APPOINTMENTS: None proposed

REVIEW AND APPROVE PREVIOUS MINUTES:

REVIEW AND APPROVE WARRANT:

REVIEW AND APPROVE COMMITMENT:

CORRESPONDENCE:

TREASURER AND SUPERINTENDENT REPORTS:

OLD BUSINESS: Wastewater advisory meeting
Capital Improvement Plan
System and personnel info updates

NEW BUSINESS Solarbee installation
FY 13 Budget Message

OTHER/OPEN COMMENTS & NON-AGENDA ITEMS:

EXECUTIVE SESSION: None proposed

ADJOURNMENT

Caitlin Rocheleau / District Clerk

FAXED TO:
Bourne Town Clerk 508-759-7980
Plymouth Town Clerk 508-830-4062
PLEASE POST: Meeting Notice

BOURNE WATER DISTRICT
COMMISSIONER'S MEETING DECEMBER 14, 2011

2012 JAN 10 AM 11 42

THE MEETING WAS DULY POSTED

TOWN CLERK'S OFFICE

BOURNE, MASS.
THE MEETING WAS CALLED TO ORDER AT 8:30 AM. PRESENT: COMMISSIONERS BRIAN HANDY AND PETER WAY, CLERK/TREASURER NANCY WARD AND SUPERINTENDENT ANDREW CAMPBELL.

THE COMMISSIONERS SIGNED THE MINUTES OF THE NOVEMBER 14, 2011 MEETING, THE NOVEMBER 30, 2011 TAX CLASSIFICATION HEARING MINUTES, THE COMMITMENT FOR NOVEMBER AND THE WARRANT.

MRS. WARD PRESENTED A LETTER FROM MRS. GORHAM OF 5 BENEDICT ROAD IN BOURNE. THE LETTER STATED THAT THEY HAD EXPERIENCED SAND IN THEIR SYSTEM DUE TO WATER MAIN BREAK NEAR THEIR PROPERTY AND HAD INCURRED A BILL OF \$439.50 FOR A PLUMBER TO REPAIR THEIR TOILET DUE TO THE SAND. SHE REQUESTED THE BOARD CONSIDER A CREDIT TO THEIR ACCOUNT TO OFFSET THE COST OF THE REPAIR. MR. CAMPBELL EXPLAINED THAT THIS IS AN ISOLATED INCIDENT. SOMETIMES SAND DOES GET INTO A SYSTEM DUE TO A BREAK IN THE MAIN BUT NOT TO THE EXTENT THESE PEOPLE WERE AFFECTED. THERE WAS A LARGE BREAK IN THE MAIN ROUGHLY SIX FEET FROM THEIR SERVICE LINE. THEY MUST HAVE TURNED ON A FAUCET AT JUST THE RIGHT TIME WHICH LITERALLY SUCKED THE SAND INTO THE SYSTEM. THEY CALLED THE NEXT DAY AND I SENT SEAN AND BOB OVER TO FLUSH THE SYSTEM AND CHANGE THE METER BASE WHICH WAS TOTALLY PLUGGED WITH SAND. HE STATED HE FELT WE SHOULD AT LEAST GIVE THEM CREDIT FOR HALF OF THE BILL.

MR. WAY ASKED IF WE ARE RESPONSIBLE FOR MORE THAN HALF. MR. CAMPBELL SAID HE REALLY FELT WE SHOULD GIVE THEM CREDIT FOR THE ENTIRE BILL. MR. HANDY SAID WE SHOULD HAVE A POLICY AS FAR AS OUR OBLIGATION IN A SITUATION LIKE THIS. MR. CAMPBELL SAID A SITUATION LIKE THIS HASN'T HAPPENED BEFORE TO THIS EXTENT. WE TRY TO BE PROACTIVE AFTER A BREAK AND FLUSH SO THERE ARE NO ISSUES, THIS WAS JUST AN EXTREME CASE.

AFTER SOME DISCUSSION THE BOARD VOTED UNANIMOUSLY TO GIVE A CREDIT FOR THE ENTIRE BILL OF \$439.50.

MR. CAMPBELL REPORTED THAT THERE WAS NO PROGRESS ON WS-4. HE SAID HE HAS A CALL INTO MARYLEE KING WHO IS THE LIAISON FOR THE DEPARTMENT OF FISH AND GAME TO SEE HOW SHE MADE OUT WITH SENATOR MURRAY. SHE WAS GOING TO PRESENT THE LEGISLATION DRAFTED BY FISH AND GAME TO REPLACE WHAT WAS FILED PREVIOUSLY. THE LANGUAGE IN THAT BILL IS MUCH BETTER FOR BOTH THE BOURNE WATER DISTRICT AND THE DEPT. OF FISH AND GAME. I HAVE NOT HEARD BACK FROM HER IN THIS REGARD.

MR. CAMPBELL REPORTED THAT THE GILDER ROAD WATER MAIN REPLACEMENT WAS COMPLETED WITH THE REPLACEMENT OF 700 FEET OF 6" PVC PIPE AND A NEW HYDRANT. WE ARE STARTING ON THE BENEDICT ROAD MAIN REPLACEMENT WHICH WILL BE 900 FEET OF 6" PVC PIPE, THE REPLACEMENT OF AN OLD HYDRANT AND THE INSTALLATION OF A NEW HYDRANT. PHASE 3 OF THE MARKET BASKET JOB IN SOUTH SAGAMORE CAME BACK CLEAN AND THERE IS A NEW 8" DUCTILE IRON MAIN WHICH IS LOOPED INTO GARFIELD AVE AND ELEANOR AVE. CANAL BLUFFS PHASE 2 IS CONNECTED TO THE DISTRICT NOW AND THEY ARE 1/3 THROUGH CONSTRUCTION.

MR. CAMPBELL ASKED THE BOARD TO ALLOW HIM TO CARRY 116 VACATION HOURS INTO 2012 AS HE HAS BEEN UNABLE TO TAKE THE TIME. THE BOARD AGREED TO ALLOW HIM TO CARRY THE TIME.

**BOURNE WATER DISTRICT
COMMISSIONER'S MEETING DECEMBER 14, 2011**

MR. CAMPBELL STATED THAT IT WAS HIS INTENTION TO BRING A MEMBER OF THE CREW INTO THE FOREMAN'S POSITION IN THE SPRING. HE STATED HE NEEDS THE HELP AS BEING BOTH SUPERINTENDENT AND FOREMAN IS GETTING OVERWHELMING. HE SAID HE WOULD KEEP THE BOARD ADVISED.

MR. HANDY ASKED HOW THE METER REPLACEMENT PROGRAM WAS GOING. MR. CAMPBELL STATED IT WAS NOT GOING WELL. WE HAVE BEEN DOWN A MAN, WITH TOM MCCLAIN OUT FOR THE PAST YEAR AND A HALF AND WITH ALL THE LEAKS WE HAVE HAD THERE IS NO ONE TO PUT IN THAT POSITION ON A REGULAR BASIS AND THE PROGRAM HAS SUFFERED.

MR. HANDY MADE A MOTION TO ADJOURN, IT WAS SECONDED AND THE MEETING ADJOURNED AT 9:00 AM.

RESPECTFULLY SUBMITTED,

Nancy Ward
NANCY WARD
DISTRICT CLERK

BOARD OF WATER COMMISSIONERS

Brian S. Handy
BRIAN S. HANDY, CHAIRMAN

Michael R. Lyons
MICHAEL R. LYONS

Peter R. Way
PETER R. WAY

BOARD OF COMMISSIONERS MEETING

MINUTES OF

2012 APR 3 PM 2 19 Wednesday December 14, 2011

TOWN CLERK'S OFFICE
Bourne, MA
Bourne, MA

15 Wallace Ave. Buzzards Bay, MA 02532

MINUTES

Present:

Robert Ethier, Chairperson
J. Carrara, Commissioner
R. Tellier, Commissioner
C. Rocheleau, Clerk/Treasurer
B. Woods, Superintendent

Guests:

Meeting Called to order at 4:30 pm by Chairperson Ethier

APPOINTMENTS:

None

APPROVAL OF MINUTES:

After review, *Commissioner Tellier made a MOTION to approve the minutes of the meeting held on November 9, 2011 as written. The motion was SECONDED by Commissioner Carrara and so moved.*

After review, *Commissioner Tellier made a MOTION to approve the minutes of the meeting held on November 30, 2011: Bourne Tax Classification as written. The motion was SECONDED by Commissioner Carrara and so moved.*

WARRANT:

Warrants #22 and #23 were reviewed and approved.

CORRESPONDENCE:

SUPERINTENDENT'S REPORT:

Highlights of the Superintendents report included:

- Staff attended Water Quality workshop in Mashpee
- Staff attended Water Quality workshop in Holliston
- Solarbee and Haley & Ward conference call regarding December installation
- Reviewed proposed DEP new source fact sheets
- Secondary contamination sampling: All results were Non Detected
- Mapping updates with Staff and Haley & Ward
- Participated in a public works mutual aid discussion at MEMA
- Attended Federal Safe Drinking water Assessment (DEP)
- Meeting with Holmes and McGrath regarding new Edgehill Park definitive subdivision
- CC Commission request staff to review content of Wastewater Advisory Committee
- Conference call with TRM and Haley & Ward to discuss changes at Hydropillar
- Participated in MA WARN training event in Worcester

TREASURER'S REPORT:

Highlights of the Treasurer's report included:

- Breakdown of Commitment Numbers
- Bookkeeping
- Free Cash
- Recap (Bourne)
- Stabilization Funds Transfer
- Asset Breakdown

After giving this report it was discussed by all 3 members of the Board of Commissioners how important it is for Caitlin to continue working towards attaining her treasurers' certification. Given the timeline of events from her hire date, Superintendent Woods gave his suggestion of another four years to complete the courses necessary for certification.

COMMITMENT:

Commitment for the months of October 2011 FY12 and November 2011 FY12 were reviewed and approved.

OLD BUSINESS:

Superintendent Woods had a report presented to the Board to help illustrate everything that was reviewed at the Wastewater Advisory Meeting. Commissioner Tellier showed a lot of interest in the report and asked if Mr. Woods could supply him with a copy of the report.

Superintendent also brought the topic of the Capital Improvement Plan up for discussion, asking if there were any additional questions. The Board responded as content with the information they had heard so far and just commented in agreement with Mr. Woods that it will be a major part of the budgeting plan from here on out.

NEW BUSINESS:

Superintendent Woods informed the Board that Solarbee had come earlier in the week and installed their product in the standpipe off Scenic Highway. Buzzards Bay Water is the 7th community in Massachusetts to install this specific mixer into one of their storage tanks. Installation was successful and they trained the technicians afterwards on how to spot disinfect from the ground. There were a few pictures to show the Commissioners of the device, itself, as well as the actual process of installation. Superintendent Woods also notified the Board of the insurance plan that he suggests we research to protect our purchase. It is through Solarbee and called Beekeeper.

Lastly, Superintendent Woods mentioned the start of the FY13 Budget process and wanted to see if the Board had a message to follow while piecing the preliminary numbers together.

Commissioner Tellier stated that we need to maintain a strong balance of remaining frugal while preparing a budget that also works well for our needs.

OTHER/OPEN COMMENTS:

There being no further issues to come before the Board, *a MOTION to adjourn the meeting at 5:56 PM was made by Commissioner Carrara and SECONDED by Commissioner Tellier and so moved.*

Respectfully Submitted,

Caitlin Rocheleau, Treasurer / Clerk

BY-LAW COMMITTEE MEETING NOTICE

2010 DEC 30 PM 3:53

TOWN CLERK'S OFFICE

Date

Wednesday
January 5, 2011

Time

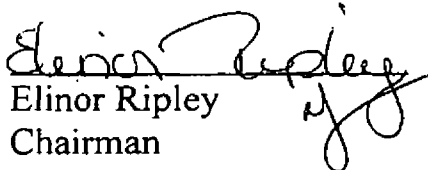
4:30 PM

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Lower Conference Room

AGENDA

1. Call to order
2. Announce that Meeting is being taped
3. Review and approve minutes of November 17, 2010
4. Further review of Articles 3.1.29 Licensing and Control of Dogs; 3.1.30 Fees for Certain Licenses Regulated and Fines for Traffic, Waterways and Shellfish violations.
5. Continue Review of General Bylaws Public Safety and Good Order, Street Intersections, Taxi-Cabs, Public Health, Food Vendor's License, Waterways, Wetlands and Natural Resources Protection.
6. Discuss future agenda items
7. Public Comment
8. Adjourn


Elinor Ripley
Chairman

cc: Town Clerk
Selectmen

BY-LAW COMMITTEE MEETING NOTICE

2010 DEC 30 PM 3:53

TOWN CLERK'S OFFICE

Date

Wednesday
January 5, 2011

Time

4:30 PM

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Lower Conference Room

AGENDA

1. Call to order
2. Announce that Meeting is being taped
3. Review and approve minutes of November 17, 2010
4. Further review of Articles 3.1.29 Licensing and Control of Dogs; 3.1.30 Fees for Certain Licenses Regulated and Fines for Traffic, Waterways and Shellfish violations.
5. Continue Review of General Bylaws Public Safety and Good Order, Street Intersections, Taxi-Cabs, Public Health, Food Vendor's License, Waterways, Wetlands and Natural Resources Protection.
6. Discuss future agenda items
7. Public Comment
8. Adjourn

Elinor Ripley
Elinor Ripley
Chairman

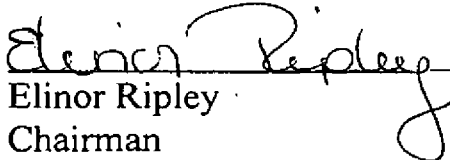
cc: Town Clerk
Selectmen

**BY-LAW COMMITTEE
MEETING NOTICE**

<u>Date</u>	<u>Time</u>	<u>Location</u>
Wednesday February 2, 2011 2011 JAN 28 AM 8 54 TOWN CLERK'S OFFICE	4:30 PM	Bourne Town Hall 24 Perry Avenue Buzzards Bay Lower Conference Room

AGENDA

1. Call to order
2. Announce that Meeting is being taped
3. Review and approve minutes of November 17, 2010
4. Further review of Articles 3.1.29 Licensing and Control of Dogs; 3.1.30 Fees for Certain Licenses Regulated and Fines for Traffic, Waterways and Shellfish violations.
5. Review and approve Bylaw Committee proposed Town Meeting Articles covering changes in fines provided in Section 6.1.1 and Chapter 3 of the Town's General Bylaws.
6. Continue Review of General Bylaws Public Safety and Good Order, Street Intersections, Taxi-Cabs, Public Health, Food Vendor's License, Waterways, Wetlands and Natural Resources Protection.
7. Discuss future agenda items
8. Public Comment
9. Adjourn



Elinor Ripley
Chairman

cc: Town Clerk
Selectmen

BY LAW COMMITTEE

MINUTES FEBRUARY 2, 2011 4:30 PM

Meeting convened in the lower conference room at Town Hall

2011 MAR 8 AM 10 38

Members in attendance: Elinor Ripley, Chair; David Gay, Vice-Chair; Christopher Farrell, Michael Butler (arrived at 4:45) and Dennis Woodside, Chief Bourne PD.

Also present: Tim Mullen, DNR; Nancy Sundman, TA's Office and Roger Laporte, Building Inspector

Ms. Ripley opened the meeting and stated that per the Open Meeting Law she was announcing that the meeting was being taped for the purposes of preparing minutes.

Ms. Ripley distributed drafts of Articles proposing bylaw amendments for the May Annual Town Meeting. These reflect changes that have been approved by the Bylaw Committee and have been reviewed by the Moderator, Bob Parady. Bob stated that he approved them as to form but that it is likely that Bob Troy, Town Counsel, will propose changes.

Ms. Ripley then announced that Tim Mullen of the DNR had given her copies of the Waterways and Shellfish Regulations and that Chief Woodside has provide copies of the Police Department's Parking Citations and a document listing Bylaw Violations and their respective fines. Fines for violating the Waterways, Shellfish and Parking regulations are set by the Board of Selectmen and Ms. Ripley said that the question for us to consider is whether fees for licenses should be determined by the Board of Selectmen.

Ms. Sundman pointed out that some license fees are set by the Selectmen, some by State statute and some by Bylaws. She stated that the trouble with having license fees set by bylaws is that we have to wait until the next Town Meeting to make a change. Mr. Farrell agreed and recommended that the Selectmen should annually review the fees and make changes. Mr. Gay agreed and suggested deleting 3.1.30 as it now stands and substitute a Bylaw that requires the Selectmen to review and determine these and other fees annually, remaining consistent with State statute. Ms. Ripley asked Mr. Gay to draft such a bylaw and he agreed to do so. No quorum being present a vote was not taken, but Ms. Ripley will draft a proposed Article for the upcoming May Annual Town Meeting and we can approve final language at our next meeting.

Chief Woodside pointed out an apparent inconsistency between our proposed \$300 maximum fine under Section 6.1.1 and the proposed \$400 fine for handicapped Parking under Section 3.1.33 c). Mr. Gay pointed out that Section 6.1.1 goes on to say "except where otherwise provided", but Ms. Sundman agreed that it was confusing as presented in the proposed Article. Chief Woodside also asked why each bylaw doesn't have the fine written right into it and stated that his officers would have a much easier time enforcing the Bylaws and collecting fines if that were the case. He and Mr. Farrell also pointed out that if our Bylaws are not clear to police officers they may make arrests under State statute and the fine is likely to go toward court fees and Town usually gets little or nothing. However, if the arrest is made under a Town Bylaw the fine will usually come to the Town.

Mr. Butler arrived at this point, giving us a quorum.

Ms. Ripley said that she would rewrite the Article addressing Section 6.1.1 so that the language "except where otherwise provided" appears in the Warrant.

Chief Woodside pointed out that officers need to know precisely what the fine is for each violation and should not be put in the position of having to decide from a range of "fifty to three hundred dollars". Ms. Sundman suggested that it might be a lot of work initially, but would save time and confusion if each Bylaw stated the fine(s) for violation at the end of the Bylaw. Ms. Ripley volunteered to go through the bylaws again and identify those that have no stated fine within the bylaw.

Mr. Farrell said that the \$200 fine for violation of Section 3.1.27 Use of Vehicles on Public Land is low when compared to the \$300 fine for Trespassing. Chief Woodside said that if there is damage to public property the arrest is made as a felony and becomes subject to a much higher fine for a criminal offense. He said that arrests under Section 3.1.27 are very rare.

Mr. Farrell moved that the fine for violation of Section 3.1.27 be increased to \$300 and the motion was seconded by Mr. Butler. The motion was approved unanimously 4-0.

Mr. Farrell questioned the proposed fine of \$100 for false alarms commencing with the fourth occurrence. Chief Woodside stated that they were rare (except for the schools) and that they are usually not the homeowners fault. The current \$50 fine is being paid by most people with few complaints. He believes that a fine higher than \$100 would be a hardship for some people and that they would not pay the fine. Mr. Farrell deferred to the Chief.

Mr. Farrell pointed out that the Article addressing Section 3.1.25 Beach Rules and Regulations would not be understood by voters who did not study both that bylaw and Section 3.1.29. General discussion followed and it was agreed that the Article needs clarification. It was finally agreed to make no changes to the proposed Article but to be sure that the Finance Committee thoroughly explained the reason for the new language at Town Meeting. Ms. Ripley offered to provide Chief Woodside with a draft of her proposed remarks so that he may make additions or corrections.

The minutes of the November 17, 2010 were reviewed and Mr. Gay made a motion to approve which was seconded by Ms. Ripley. Vote to approve was 3-0, with an abstention from Mr. Farrell.

Chief Woodside commented that they have had no arrestable offenses under 3.1.40 Public Consumption of Marijuana. What incidents have occurred have been the result of car stops, searching school lockers, etc. This bylaw does not ban "possession" but applies only to "consumption".

Sections 3.3.2 and 3.3.3 Taxi-Cabs :Mr. Farrell and Ms. Sundman agreed that our taxicab fees and regulations are very out of date, largely because we have been without a taxi service until fairly recently. In many towns the licensing is handled by the police department and Mr. Farrell said he had been working on this issue before his retirement last summer and suggested that Chief Woodside might want to give it some thought.

It was agreed to stop our review at that point and to begin with Article 3.4 Public Health at our next meeting on March 2, 2011. Ms. Ripley thanked Ms. Sundman, Mr. Mullen and Mr. Laporte for their input and invited them to attend future meetings.

Mr. Farrell made motion to adjourn. Mr. Gay seconded. Unanimous vote: 4-0. The meeting adjourned at 5:30 PM.

Submitted by,

Elinor D. Ripley, Chairman

BY LAW COMMITTEE

MINUTES FEBRUARY 2, 2011 4:30 PM

2011 MAR 31 AM 11 04

TOWN CLERK'S OFFICE

Meeting convened in the lower conference room at Town Hall

Members in attendance: Elinor Ripley, Chair; David Gay, Vice-Chair; Christopher Farrell, Michael Butler (arrived at 4:45) and Dennis Woodside, Chief Bourne PD.

Also present: Tim Mullen, DNR; Nancy Sundman, TA's Office and Roger Laporte, Building Inspector

Ms. Ripley opened the meeting and stated that per the Open Meeting Law she was announcing that the meeting was being taped for the purposes of preparing minutes.

Ms. Ripley distributed drafts of Articles proposing bylaw amendments for the May Annual Town Meeting. These reflect changes that have been approved by the Bylaw Committee and have been reviewed by the Moderator, Bob Parady. Bob stated that he approved them as to form but that it is likely that Bob Troy, Town Counsel, will propose changes.

Ms. Ripley then announced that Tim Mullen of the DNR had given her copies of the Waterways and Shellfish Regulations and that Chief Woodside has provide copies of the Police Department's Parking Citations and a document listing Bylaw Violations and their respective fines. Fines for violating the Waterways, Shellfish and Parking regulations are set by the Board of Selectmen and Ms. Ripley said that the question for us to consider is whether fees for licenses should be determined by the Board of Selectmen.

Ms. Sundman pointed out that some license fees are set by the Selectmen, some by State statute and some by Bylaws. She stated that the trouble with having license fees set by bylaws is that we have to wait until the next Town Meeting to make a change. Mr. Farrell agreed and recommended that the Selectmen should annually review the fees and make changes. Mr. Gay agreed and suggested deleting 3.1.30 as it now stands and substitute a Bylaw that requires the Selectmen to review and determine these and other fees annually, remaining consistent with State statute. Ms. Ripley asked Mr. Gay to draft such a bylaw and he agreed to do so. No quorum being present a vote was not taken, but Ms. Ripley will draft a proposed Article for the upcoming May Annual Town Meeting and we can approve final language at our next meeting.

Chief Woodside pointed out an apparent inconsistency between our proposed \$300 maximum fine under Section 6.1.1 and the proposed \$400 fine for handicapped Parking under Section 3.1.33 c). Mr. Gay pointed out that Section 6.1.1 goes on to say "except where otherwise provided", but Ms. Sundman agreed that it was confusing as presented in the proposed Article. Chief Woodside also asked why each bylaw doesn't have the fine written right into it and stated that his officers would have a much easier time enforcing the Bylaws and collecting fines if that were the case. He and Mr. Farrell also pointed out that if our Bylaws are not clear to police officers they may make arrests under State statute and the fine is likely to go toward court fees and Town usually gets little or nothing. However, if the arrest is made under a Town Bylaw the fine will usually come to the Town.

Mr. Butler arrived at this point, giving us a quorum.

Ms. Ripley said that she would rewrite the Article addressing Section 6.1.1 so that the language "except where otherwise provided" appears in the Warrant.

Chief Woodside pointed out that officers need to know precisely what the fine is for each violation and should not be put in the position of having to decide from a range of "fifty to three hundred dollars". Ms. Sundman suggested that it might be a lot of work initially, but would save time and confusion if each Bylaw stated the fine(s) for violation at the end of the Bylaw. Ms. Ripley volunteered to go through the bylaws again and identify those that have no stated fine within the bylaw.

Mr. Farrell said that the \$200 fine for violation of Section 3.1.27 Use of Vehicles on Public Land is low when compared to the \$300 fine for Trespassing. Chief Woodside said that if there is damage to public property the arrest is made as a felony and becomes subject to a much higher fine for a criminal offense. He said that arrests under Section 3.1.27 are very rare.

Mr. Farrell moved that the fine for violation of Section 3.1.27 be increased to \$300 and the motion was seconded by Mr. Butler. The motion was approved unanimously 4-0.

Mr. Farrell questioned the proposed fine of \$100 for false alarms commencing with the fourth occurrence. Chief Woodside stated that they were rare (except for the schools) and that they are usually not the homeowners fault. The current \$50 fine is being paid by most people with few complaints. He believes that a fine higher than \$100 would be a hardship for some people and that they would not pay the fine. Mr. Farrell deferred to the Chief.

Mr. Farrell pointed out that the Article addressing Section 3.1.25 Beach Rules and Regulations would not be understood by voters who did not study both that bylaw and Section 3.1.29. General discussion followed and it was agreed that the Article needs clarification. It was finally agreed to make no changes to the proposed Article but to be sure that the Finance Committee thoroughly explained the reason for the new language at Town Meeting. Ms. Ripley offered to provide Chief Woodside with a draft of her proposed remarks so that he may make additions or corrections.

The minutes of the November 17, 2010 were reviewed and Mr. Gay made a motion to approve which was seconded by Ms. Ripley. Vote to approve was 3-0, with an abstention from Mr. Farrell.

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Sections 3.3.2 and 3.3.3 Taxi-Cabs :Mr. Farrell and Ms. Sundman agreed that our taxicab fees and regulations are very out of date, largely because we have been without a taxi service until fairly recently. In many towns the licensing is handled by the police department and Mr. Farrell said he had been working on this issue before his retirement last summer and suggested that Chief Woodside might want to give it some thought.

It was agreed to stop our review at that point and to begin with Article 3.4 Public Health at our next meeting on March 2, 2011. Ms. Ripley thanked Ms. Sundman, Mr. Mullen and Mr. Laporte for their input and invited them to attend future meetings.

Mr. Farrell made motion to adjourn. Mr. Gay seconded. Unanimous vote: 4-0. The meeting adjourned at 5:30 PM.

Submitted by,

Elinor D. Ripley, Chairman

BY-LAW COMMITTEE MEETING NOTICE

Date

Wednesday
March 2, 2011

Time

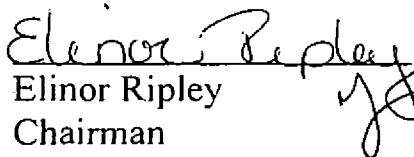
4:30 PM

Location

2011 FEB 23 PM 4 03
Bourne Town Hall's Office
24 Perry Avenue
Buzzards Bay
Lower Conference Room

AGENDA

1. Call to order
2. Announce that Meeting is being taped
3. Review and approve minutes of February 2, 2011
4. Review and approve Bylaw Committee proposed Town Meeting Articles covering changes in fines provided in Section 6.1.1 and Chapter 3 of the Town's General Bylaws.
5. Review other proposed Town Meeting Articles, including Finance Committee article to reduce the quorum for Town Meetings.
6. Review Bylaw Sections that do not specify dollar amount of fines for their violation and recommend dollar amount of fines where appropriate.
7. Continue Review of General Bylaws Public Safety and Good Order, Street Intersections, Taxi-Cabs, Public Health, Food Vendor's License, Waterways, Wetlands and Natural Resources Protection.
8. Discuss future agenda items
9. Public Comment
10. Adjourn


Elinor Ripley
Chairman

cc: Town Clerk
Selectmen

BY LAW COMMITTEE

MINUTES MARCH 2, 2011 4:30 PM

Meeting convened in the lower conference room at Town Hall

2011 APR 3 PM 1 37

Members in attendance: Elinor Ripley, Chair; David Gay, Vice-Chair; Cynthia Coffin, Secretary; Peter Meier. Dennis Woodside was also present as a non-voting member, Bourne PD.

Audience – Jim Mulvey

Ms. Ripley opened the meeting and stated that per the Open Meeting Law she was announcing that the meeting was being taped. She also asked Mr. Mulvey if he were taping and he replied no.

Mr. Gay made a motion to approve the minutes of February 2, 2011. Ms. Coffin seconded only for purposes of discussion since she was not at that meeting. She asked for clarification of one sentence and two words were removed and she mentioned of one typo on the second page. Ms. Ripley asked for a vote on the amended minutes. The vote was 2 in favor with 2 abstentions.

The next item was to discuss the submitted Town meeting articles. At the last By-Law Committee meeting Chief Woodside mentioned that there was a discrepancy between the proposed by law and State statute. Since the meeting he discussed the matter with Chris Farrell and talked to other in the Police Department. Lt. McGonigle has come up with proposed language for an amended by law. Basically the new by law defines what a false alarm is and also makes the fine \$100.00 only after the 7th false alarm. This will actually make it easier for the PD to collect on fines since most will only be \$50.00. Lt. McGonigle is the one who reviews the false alarm calls and decides whether it is actually a finable false alarm. Mr. Gay agreed that this change in the By-Law made sense. Mr. Meier made a motion to approve the amended by law as submitted. Mr. Gay seconded. It was unanimous to approve.

Mr. Gay went on to state that he had reviewed some other sections of the By-Laws based on what was discussed at the last meeting. He reviewed section 3.1.30 and says that there was discussion to just have generic By-Law that stated that the Board of Selectmen would set fees, but that most fees are already set out in State statute. He said the only one that he saw a potential problem with was Automatic Amusement Devices. Our By-Law says the fee is \$75.00 and the State statute says no more than \$100.00. Ms. Coffin asked if the State By-Law had a minimum and Mr. Gay said no. It was decided that no action would be taken to change anything or propose anything new at this time.

Chief Woodside stated that he had gone thru another section of the By-Law where he thought there might be a discrepancy. He believes it was something under Chapter 90, section 20 and it was about the capping on a fine. He will research this more and get back to the Committee.

Mr. Gay said that he had offered to go thru the By-Laws and look at the section on the licensing of livery and taxicabs as it had been stated at the last meeting that our By-Laws on them were very outdated. The difference between a taxicab and a livery is that a taxicab can pick up anywhere, but a livery is called to point A and drops off at point B. He handed the committee members a draft of regulations that had been written for East Bridgewater. Ms. Ripley stated that she would give this draft to the Selectmen to see if they want to do anything with it.

Chief Woodside referred again to MGL section where he thought there might be a discrepancy to our proposed fine. He is pretty sure that the State statute is Chapter 90, Section 20A. Ms. Ripley stated that our By-Law article is proposing to make the fee \$400.00 but if we find that this conflicts with the State statute and exceeds the maximum allowable fine then we could change it on the Town meeting floor. The warrant goes to print in couple of weeks. Mr. Meier made the motion that if the Committee finds that the maximum allowed fine is \$300.00 that we reduce the fine in our By-Law to that amount. Ms. Coffin seconded the motion. It was unanimous to approve.

Item number four had been discussed at last week's meeting.

Ms. Ripley stated that the Finance Committee had forwarded a quorum reduction article to the By-Law Committee. At the last Town meeting the motion to reduce the quorum failed. The new proposal is to reduce the quorum to start the meeting to 125, and the quorum to continue the meeting to 100. Many feel that a 0 quorum is needed but we already know that the voters will not support this. Mr. Meier made a motion to approve the submitted By-Law for quorum reduction. Mr. Gay seconded the motion. It was unanimous to approve.

The next item for discussion is sections of the By-Laws that do not have specific fines in them. Chief Woodside had stated at the last meeting that Courts are more favorable in issuing fines when there are specific set fines in the By-Law. If not the Courts usually assess court costs and nothing else. Ms. Ripley had volunteered to go over the By-Law and pull out the sections where no set fee was designated. She stated that this is not something that could be accomplished for this Town Meeting. She went through a few other Town By-Laws to see what was done in other towns. Chief Woodside stated that his officers really need a cheat sheet that lists all the fines of the various By-Laws and that would really take care of their issue. Our By-Laws have a catch-all section to address the By-Laws that don't have specific fines within each By-Law. That section is 6.6.1 and the fines range from \$25.00 to \$50.00. Mr. Gay said that sometimes it is beneficial to have a range of fines even though the courts may not like it that way. It was decided by the Committee that we would leave our By-Laws as is for now and that a cheat sheet could be generated for the police department. No further action was taken.

The next item of business was to continue the review of the By-Laws. The Public Health section, 3.4 was next. Ms. Coffin stated that even though litter is covered under the Housing Code it can't hurt to have this additional By-Law in case something comes up that might need to be addressed by the Police Department. She went on to say that Section 3.4.2 seems to be rather archaic as it talks about the cleanliness of cesspools and privy vaults. Anything like this is already covered under Title 5. Ms. Coffin made a motion to remove Section 3.4.2. Mr. Meier seconded the motion. It was unanimous to remove this section.

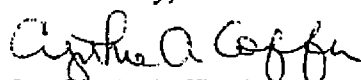
Chief Woodside discussed that when someone is issued a fine, the person fined has to get their own attorney if they want to fight the fine. The attorney is not court appointed.

Ms. Coffin and the other members felt that the 3.4.3, the Prohibition of the Feeding of Waterfowl was an important By-Law and should be kept as is even though it is sometimes hard to enforce. Ms. Coffin stated that Section 3.4.4 was about the Board of Health's option to use ticketing under Chapter 21D and it was important to keep this section in the Town By-Laws.

Chief Woodside presented a draft By-Law regarding Police Details and he would like the Board to discuss it at their next meeting. Lt. McGonigle researched what other Towns have on the books and many Towns have proposed a similar By-Law to close the loopholes that exist in regard to what is required to have a detail. Mr. Meier stated that he wanted this on the next agenda and Mr. Gay agreed.

Mr. Meier made a motion to adjourn. Ms. Coffin seconded for discussion and said that Ms. Ripley wanted to set a date for the next By-Law Committee meeting. The next meeting will be Wednesday, April 6 at 4:30 PM at the Town Hall. A vote was taken on the adjournment and the meeting ended at 5:35 PM.

Submitted by,


Cynthia A. Coffin, Secretary

Approved April 6, 2011

BY-LAW COMMITTEE MEETING NOTICE

Date

Wednesday
April 6, 2011

Time

4:30 PM

Location

2011 MAR 31 AM 11 03
Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Lower Conference Room
CLERK'S OFFICE

AGENDA

1. Call to order
2. Announce that Meeting is being taped
3. Review and approve minutes of March 2, 2011
4. Review and approve Bylaw Committee proposed Town Meeting Articles covering changes in fines provided in Section 6.1.1 and Chapter 3 of the Town's General Bylaws.
5. Review any other proposed Town Meeting Articles,
6. Review Bylaw Sections that do not specify dollar amount of fines for their violation and recommend dollar amount of fines where appropriate.
7. Discuss and take action if appropriate on a proposed bylaw requiring Police Details.
8. Continue Review of General Bylaws Public Safety and Good Order, Waterways, Wetlands and Natural Resources Protection, Underground Storage, Solid Waste Management and Sections 3.11 through 3.15 as time permits
9. Discuss future agenda items
10. Public Comment
11. Adjourn

Elinor Ripley
Chairman

cc: Town Clerk
Selectmen

BY LAW COMMITTEE

MINUTES April 6, 2011 4:30 PM

Meeting convened in the lower conference room at Town Hall

Members in attendance: Elinor Ripley, Chair; Michael Butler; Cynthia Coffin, Secretary; Peter Meier. Dennis Woodside was also present as a non-voting member, Bourne PD.

Ms. Ripley opened the meeting and stated that per the Open Meeting Law she was announcing that the meeting was being taped.

Ms. Ripley stated that the minutes of the March 2nd meeting needed to be approved. Mr. Meier made a motion to approve. Mr. Butler seconded the motion. It was unanimous.

Ms. Ripley stated that all of the Town Meeting articles have been submitted and all were approved the Finance Committee on Monday, April 4, 2011.

Ms. Ripley also stated that there were no other Town Meeting articles before the By-Law Committee. Mr. Meier asked about the Zoning Regulations and Ms. Ripley stated that zoning regs do not come before the By-Law Committee.

Ms. Ripley stated that the next items to be addressed are those by-laws where there is not already a specific fine stated in the by-law. Mr. Woodside had stated at the last meeting that it is much better if each by-law has a specific fine. The courts are more apt to assess this kind of fine to the defendant. If there is no set fine then the Town might get court costs only. Ms. Ripley made a chart of all those by-laws for which there is no fine and submitted it to the Committee members. She would like everyone to look at them and for the committee to discuss them after Town Meeting. There couldn't be action on these by-laws until the Fall Special anyway. Ms. Coffin asked if there should be a range for the fines. Ms. Ripley stated that in 6.1.1 we changed the fine range to \$50-\$300. She also stated that under State statute, the maximum fine for parking in a handicapped zone is \$300.00 Mr. Woodside talked about the proposed wording change to the 'mechanical protection device' by-law. The members discussed the proposed by-law change and decided to keep the proposal as is.

The next item for discussion was the proposed by-law requiring Police details. Mr. Woodside stated that Lt. McGonigle had worked on this document. The intent is to require police detail for large events that might affect traffic and safety. He stated that some large event organizers don't want to spend the money on a detail and this could lead to traffic problems and safety issues. He mentioned the existing Flagman bill, but stated that this does not address all the problems. Mr. Meier asked about the PANMASS challenge. Mr. Woodside stated that they will still need a police detail even if they have their own security. He went on to state that the Fisherman's events also create a lot of traffic problems. The Selectmen can keep track of events that would require a detail through the routing slip process. Ms. Coffin asked what the definition of an 'event' was and whether something needed to be defined in the by-law. She also asked if this by-law would affect yard sales. Mr. Woodside stated that the Police department already has the right to maintain roadways. They probably would not enforce the new by-law for small neighborhood yard sales, but it would give the PD another tool. It was decided that the wording in the document is sufficient and that a definition of 'event' is not needed. Ms. Coffin also asked if there needed to be a fine in the by-law as it seemed like the committee was trying to see that all by-laws did have a set fine. Ms. Ripley added the proposed by-law to the list of those needing a set fine. It will be another by-law that the Committee members can look at for the next meeting.

TOWN CLERK'S OFFICE
BOURNE
MASS

2011 SEP 8 PM 2 57

Mr. Meier discussed something about the Foxboro increasing their fines for intoxication. Mr. Woodside stated that he would be surprised if the proposal holds up. He further stated that you cannot arrest people for being drunk. You can put people in protective custody if they are incapacitated. They have to be incapacitated and one of four things; disorderly, likely to suffer or cause physical harm or property damage, unconscious, or in need of medical attention. When the police put someone in protective custody, then they have to be taken home, to a hospital, or to a police station. In Bourne when someone is drunk and disorderly, the PD arrests them for disorderly conduct and makes them go thru the system, instead of just giving them a night to sleep it off. If they need hospital attention then they would be sent there. If someone doesn't meet the definition of disorderly conduct, then that is protective custody and they can be kept for up to 12 hrs and then be released. Bourne does not do a lot of protective custody. Foxboro is trying to do something that would have a fine go back to the Town of Foxboro. Mr. Woodside stated that the fines are not done to generate revenues. The fines are being increased to enforce compliance. Ms. Ripley reiterated that none of these increases in fines are for revenue generation but are to assist with compliance.

Ms. Ripley proposed that the Committee not meet in May and that our next meeting be in June. The next meeting will be June 1st. Ms. Coffin made a motion to adjourn and Mr. Woodside seconded the motion. The meeting adjourned at 5:15 PM.

Typed and submitted by Cynthia Coffin,
Secretary

Approved 6/1/11
CA Coffin

**BY-LAW COMMITTEE
MEETING NOTICE**

2011 MAY 23 AM 10 00

TOWN CLERK'S OFFICE

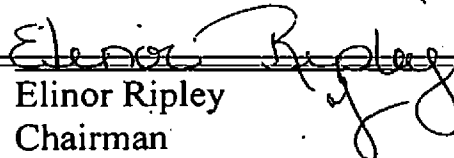
Date
Wednesday
June 1, 2011

Time
4:30 PM

Location
Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Lower Conference Room

AGENDA

1. Call to order
2. Announce that Meeting is being taped
3. Review and approve minutes of April 6, 2011
4. Review Bylaw Sections that do not specify dollar amount of fines for their violation and recommend dollar amount of fines where appropriate.
5. Discuss and take action if appropriate on a proposed bylaw requiring Police Details.
6. Continue Review of General Bylaws Public Safety and Good Order, Waterways, Wetlands and Natural Resources Protection, Underground Storage, Solid Waste Management and Sections 3.11 through 3.15 as time permits
7. Discuss proposed bylaw pertaining to Police Details
8. Discuss future agenda items
9. Public Comment
10. Adjourn


Elinor Ripley
Chairman

cc: Town Clerk
Selectmen

MINUTES June 1, 4:30 PM

Meeting convened in the lower conference room at Town Hall

2011 NOV 4 PM 12 29

Members in attendance: Elinor Ripley, Chair; Michael Butler; Cynthia Coffin, Secretary; and Gerry Carney, and Chris Farrell (who arrived at 4:50 PM) . Dennis Woodside was also present as a non-voting member, Bourne PD.

TOWN CLERK'S OFFICE
BOURNE, MASS

Ms. Ripley opened the meeting and stated that per the Open Meeting Law she was announcing that the meeting was being taped.

Ms. Ripley stated that the minutes of the April 6 meeting needed to be approved. Ms. Ripley made a motion to approve. Mr. Butler seconded the motion. There were three votes to approve and one abstention as Mr. Carney is a new member and was not present at the April 6 meeting.

Ms. Ripley stated that she wanted to go to agenda item #5 next so that Chief Woodside could discuss the proposed by-law regarding police details. Ms. Ripley stated that she has mixed emotion on the proposal and would like Chief Woodside to speak again on the by-law. Chief Woodside stated that Lt. McGonigle had researched similar by-laws from other towns to come up with the wording. He doesn't believe that the Town will use the by-law that often but he feels it is important to give the Police the authority to require details to address safety issues. The work on this by-law started with Earl Baldwin. There is similar language approved at the State level. This by-law will give the Town more control. Chief Woodside gave the example of the Pan-Mass Challenge that creates a lot of traffic nightmares from Provincetown to Bourne. If public safety becomes an issue with events like this, then this by-law would give the authority to require paid details. Right now those who run the Pan-Mass event expect the details to be done for nothing when there is a problem. The Chief also stated that there have been problems with events at the Gallo Ice Arena. Often the Police are called in when things have already escalated and mutual aid has to be called in too. The Bourne Recreation Authority insists that there be Police details for anyone who wants to use the facility. As a policy the Bourne PD does not allow officers to work details in bars. Ms. Coffin asked who would work the details in a restaurant if this by-law required them to apply for a Police Detail but the officers are not allowed to work in bars. The Chief stated that the restaurant would still have to make application for a detail but that the Chief, as the by-law is written, might not require that detail. Ms. Ripley stated that she would rather see something in the regulation that would allow flagmen on these kind of jobs too. Ms. Coffin agreed. Chief Woodside explained that this regulation would not affect the flagmen bill. Only roads that have speeds under 40 mph can have flagmen. Flagmen are only authorized on certain roads. Mr. Farrell stated that if someone is using flagmen they have to submit a traffic plan as well. He thinks it's important to have this type of by-law. Mr. Butler stated that the Federal Government will not reimburse the State for details. He also stated that flagmen need a great deal of training on road speed limits and safety. He stated that he is against seeing police details on primary and secondary highways like Rt 28A and 6A. It was discussed that the Federal Gov. has no jurisdiction over Town roads. Ms. Coffin stated again that she was concerned that the by-law might be perceived as restricting use of other than police details and questioned why the by-law couldn't say 'police department or other details'. Chief Woodside explained that flagmen cannot do work on the Town roads. Ms. Coffin said this was clear now. If there is no other entity that can be allowed to work on Town roads, then the by-law is clearly not anything that is restricting business. Ms. Ripley stated that her questions had been answered too. She had been concerned that the by-law might conflict with existing State regulations regarding flagmen. Chief Woodside again stated that there was no conflict. He said he would like to proceed with a vote as he could not really see anything that needed to be changed in the by-law. Ms.

Ripley stated that he would always request reconsideration at any time if changes needed to be made. Mr. Farrell stated that the committee would have until September to make any changes. Ms. Coffin asked if there was a fee for the detail application and Chief Woodside answered that there was no fee. Mr. Farrell made a motion to approve the by-law as submitted. Mr. Carney seconded. It was unanimous to approve. After the vote Mr. Butler discussed the Police Detail process and the existing State laws. He reiterated that the by-law is to protect public safety and that's why it is so important. He said that the by-law could be abused but that the Town of Bourne certainly would not want to do that.

The next item for discussion were the review of the Town By-Law sections that did not have specific fines for violations. Right now these are all in a 'catch all' bylaw, Chapter 6 where the fines range from \$50 - \$300. Chief Woodside stated that it is much better to issue a ticket with a specific fine for enforcement purposes. Sometimes without a specific fine, the Court will just do the lowest amount, in this case, the \$50 and sometimes there is no fine and just court costs. It was discussed that not every by-law is an arrestable offense. Mr. Farrell stated that some issues are already covered under the ticketing by-law. There can be a ticket for parking in a handicapped zone. This is already a \$300 fine under the by-law, or the Town could choose to issue a parking fine. Mr. Farrell also stated that most Towns did the \$300 fine. He stated that he would like to go to the Selectmen to get the parking fine increased. Mr. Farrell stated that any changes to the by-law will have to be given a maximum of 90 days to be in effect. The Board went down the list that Ms. Ripley had provided. Mr. Farrell began discussion. He proposed a \$150 fine for Section 3.1.1, Waste is a Public Way. It was discussed that if the DPW had to go out with a couple of men and a truck to pick up waste it certainly would cost a lot more than \$50. The committee agreed. Mr. Farrell similarly suggested a \$150 fine for Section 3.1.2, Digging on Public Land. Ms. Coffin asked if we were going to make a motion and vote on each one or if the committee will keep going with recommendations and then vote at the end. Ms. Ripley stated that the review and suggestions will continue and then one final motion and vote will be taken. It was decided that 3.1.3 Littering would carry a fine of \$300. Advertising on Public Ways, 3.1.5 \$50, Signs 3.1.6 \$50, Fires 3.1.9 \$300, Emergency Vehicle Right of Way, 3.1.10 \$300, Animals on Public Ways 3.1.11 would be left in Chapter 6 as would Junk Collection 3.1.13. Discussion continued that 3.1.16 would be left as is, 3.1.18 Interference with Police would be \$300, and 3.1.22 Loitering and 3.1.26 Yard, Garage, and Barn sales would be \$50.00. It was decided that that committee would stop here and continue with the remaining items at the next committee meeting.

Ms. Ripley made a motion not to have another meeting of the by-law committee until September. Mr. Butler seconded and it was unanimous.

Mr. Farrell did state that he had three items for a future By-Law Committee agenda: A bylaw to address Spotlight trespass, a Graffiti by-law, and a by-law on blight.

Mr. Farrell made a motion to adjourn, Mr. Butler seconded. It was unanimous and the meeting ended at 5:35 PM.

Submitted by Cynthia A. Coffin, Secretary

By-law committee
approved 11-2-11
Cynthia A. Coffin

BY LAW COMMITTEE

MINUTES June 1, 2011 4:30 PM

Meeting convened in the lower conference room at Town Hall 2011 DEC 2 AM 50

TOWN CLERK'S OFFICE

BOURNE, MASS.

Members in attendance: Elinor Ripley, Chair; Michael Butler; Cynthia Coffin, Secretary; and Gerry Carney, and Chris Farrell (who arrived at 4:50 PM). Dennis Woodside was also present as a non-voting member, Bourne PD.

Excused Member: David Gay, Vice-Chair

Ms. Ripley opened the meeting and stated that per the Open Meeting Law she was announcing that the meeting was being taped.

Ms. Ripley stated that the minutes of the April 6 meeting needed to be approved. Ms. Ripley made a motion to approve. Mr. Butler seconded the motion. There were three votes to approve and one abstention as Mr. Carney is a new member and was not present at the April 6 meeting.

Ms. Ripley stated that she wanted to go to agenda item #5 next so that Chief Woodside could discuss the proposed by-law regarding police details. Ms. Ripley stated that she has mixed emotion on the proposal and would like Chief Woodside to speak again on the by-law. Chief Woodside stated that Lt. McGonigle had researched similar by-laws from other towns to come up with the wording. He doesn't believe that the Town will use the by-law that often but he feels it is important to give the Police the authority to require details to address safety issues. The work on this by-law started with Earl Baldwin. There is similar language approved at the State level. This by-law will give the Town more control. Chief Woodside gave the example of the Pan-Mass Challenge that creates a lot of traffic nightmares from Provincetown to Bourne. If public safety becomes an issue with events like this, then this by-law would give the authority to require paid details. Right now those who run the Pan-Mass event expect the details to be done for nothing when there is a problem. The Chief also stated that there have been problems with events at the Gallo Ice Arena. Often the Police are called in when things have already escalated and mutual aid has to be called in too. The Bourne Recreation Authority insists that there be Police details for anyone who wants to use the facility. As a policy the Bourne PD does not allow officers to work details in bars. Ms. Coffin asked who would work the details in a restaurant if this by-law required them to apply for a Police Detail but the officers are not allowed to work in bars. The Chief stated that the restaurant would still have to make application for a detail but that the Chief, as the by-law is written, might not require that detail. Ms. Ripley stated that she would rather see something in the regulation that would allow flagmen on these kind of jobs too. Ms. Coffin agreed. Chief Woodside explained that this regulation would not affect the flagmen bill. Only roads that have speeds under 40 mph can have flagmen. Flagmen are only authorized on certain roads. Mr. Farrell stated that if someone is using flagmen they have to submit a traffic plan as well. He thinks it's important to have this type of by-law. Mr. Butler stated that the Federal Government will not reimburse the State for details. He also stated that flagmen need a great deal of training on road speed limits and safety. He stated that he is against seeing police details on primary and secondary highways like Rt 28A and 6A. It was discussed that the Federal Gov. has no jurisdiction over Town roads. Ms. Coffin stated again that she was concerned that the by-law might be perceived as restricting use of other than police details and questioned why the by-law couldn't say 'police department or other details'. Chief Woodside explained that flagmen cannot do work on the Town roads. Ms. Coffin said this was clear now. If there is no other entity that can be allowed to work on Town roads, then the by-law is clearly not anything that is restricting business. Ms. Ripley stated that her questions had been answered too. She had been concerned that the by-law might conflict with existing State regulations regarding flagmen. Chief Woodside again stated that there was no conflict. He said he would like to

proceed with a vote as he could not really see anything that needed to be changed in the by-law. Ms. Ripley stated that he would always request reconsideration at any time if changes needed to be made. Mr. Farrell stated that the committee would have until September to make any changes. Ms. Coffin asked if there was a fee for the detail application and Chief Woodside answered that there was no fee. Mr. Farrell made a motion to approve the by-law as submitted. Mr. Carney seconded. It was unanimous to approve. After the vote Mr. Butler discussed the Police Detail process and the existing State laws. He reiterated that the by-law is to protect public safety and that's why it is so important. He said that the by-law could be abused but that the Town of Bourne certainly would not want to do that.

The next item for discussion were the review of the Town By-Law sections that did not have specific fines for violations. Right now these are all in a 'catch all' bylaw, Chapter 6 where the fines range from \$50 - \$300. Chief Woodside stated that it is much better to issue a ticket with a specific fine for enforcement purposes. Sometimes without a specific fine, the Court will just do the lowest amount, in this case, the \$50 and sometimes there is no fine and just court costs. It was discussed that not every by-law is an arrestable offense. Mr. Farrell stated that some issues are already covered under the ticketing by-law. There can be a ticket for parking in a handicapped zone. This is already a \$300 fine under the by-law, or the Town could choose to issue a parking fine. Mr. Farrell also stated that most Towns did the \$300 fine. He stated that he would like to go to the Selectmen to get the parking fine increased. Mr. Farrell stated that any changes to the by-law will have to be given a maximum of 90 days to be in effect. The Board went down the list that Ms. Ripley had provided. Mr. Farrell began discussion. He proposed a \$150 fine for Section 3.1.1, Waste is a Public Way. It was discussed that if the DPW had to go out with a couple of men and a truck to pick up waste it certainly would cost a lot more than \$50. The committee agreed. Mr. Farrell similarly suggested a \$150 fine for Section 3.1.2, Digging on Public Land. Ms. Coffin asked if we were going to make a motion and vote on each one or if the committee will keep going with recommendations and then vote at the end. Ms. Ripley stated that the review and suggestions will continue and then one final motion and vote will be taken. It was decided that 3.1.3 Littering would carry a fine of \$300. Advertising on Public Ways, 3.1.5 \$50, Signs 3.1.6 \$50, Fires 3.1.9 \$300, Emergency Vehicle Right of Way, 3.1.10 \$300, Animals on Public Ways 3.1.11 would be left in Chapter 6 as would Junk Collection 3.1.13. Discussion continued that 3.1.16 would be left as is, 3.1.18 Interference with Police would be \$300, and 3.1.22 Loitering and 3.1.26 Yard, Garage, and Barn sales would be \$50.00. It was decided that that committee would stop here and continue with the remaining items at the next committee meeting.

Ms. Ripley made a motion not to have another meeting of the by-law committee until September. Mr. Butler seconded and it was unanimous.

Mr. Farrell did state that he had three items for a future By-Law Committee agenda: A bylaw to address Spotlight trespass, a Graffiti by-law, and a by-law on blight.

Mr. Farrell made a motion to adjourn, Mr. Butler seconded. It was unanimous and the meeting ended at 5:35 PM.

Submitted by Cynthia A. Coffin, Secretary

BY-LAW COMMITTEE MEETING NOTICE

Date

Wednesday 2011 SEP 9 AM 8:30 PM

October 5, 2011 TOWN CLERK'S OFFICE
BOURNE, MASS

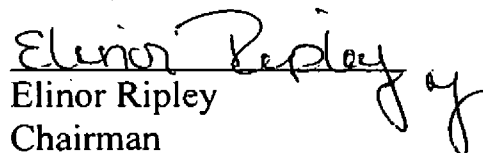
Location

Bourne Town Hall
24 Perry Avenue, Buzzards Bay
Lower Conference Room

AGENDA

1. Call to order
2. Announce that Meeting is being taped
3. Reorganization – Elect Chairman, Vice-Chairman and Clerk
4. Review and approve minutes of June 1, 2011
5. Review and possibly take action on proposed Town Meeting Articles:
 - a) Opportunity to reconsider proposed Police Traffic Details bylaw.
 - b) Moderator's request for a new section giving him discretion not to take an actual count on some articles requiring a two-thirds vote for passage at Town Meetings.
 - c) Moderator's request for an amendment increasing the number of voters requesting a secret ballot at Town Meetings from 15 to 30.
 - d) Forthcoming article proposing deleting Article 3.1.4 Railroad and Auto Overpasses which prohibits jumping from or swimming under such bridges.
6. Review Bylaw Sections that do not specify dollar amount of fines for their violation and recommend dollar amount of fines where appropriate.
7. Continue Review of General Bylaws Public Safety and Good Order, Waterways, Wetlands and Natural Resources Protection, Underground Storage, Solid Waste Management and Sections 3.11 through 3.15 as time permits.
8. Discuss future agenda items.
9. Public Comment.

Adjourn


Elinor Ripley
Chairman

cc: Town Clerk
Selectmen

BY-LAW COMMITTEE MEETING NOTICE

<u>Date</u>	<u>Time</u>	<u>Location</u>
Wednesday November 2, 2011	4:30 PM	Bourne Town Hall 24 Perry Avenue Buzzards Bay Lower Conference Room

AGENDA

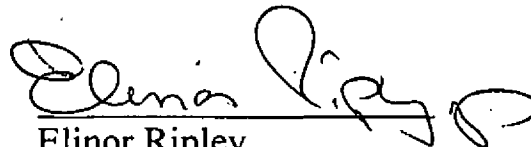
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2011 SEP 26 AM 9 37
TOWN CLERK'S OFFICE
BOURNE, MASS

8. Discuss future agenda items.

9. Public Comment.

Adjourn


Elinor Ripley
Chairman

cc: Town Clerk
Selectmen

2011 SEP 26 AM 9 37
TOWN CLERK'S OFFICE
BOURNE, MASS

BY LAW COMMITTEE

MINUTES November 2, 2011

2011 DEC 8 AM 11 26

TOWN CLERK'S OFFICE

Meeting convened in the lower conference room at Town Hall, MASS

Members in attendance: Elinor Ripley, Chair; David Gay, Vice-Chair; Cynthia Coffin, Secretary; and Gerry Carney, Chris Farrell, and Frank Kodzis. Dennis Woodside was also present as a non-voting member, Bourne PD.

Absent Member: Michael Butler

Ms. Ripley opened the meeting at 4:30 PM and stated that per the Open Meeting Law she was announcing that the meeting was being taped. She introduced new member Frank Kodzis.

Ms. Ripley stated that the minutes of the June 1, 2011 meeting needed to be approved. Ms. Coffin made a motion to approve. Mr. Farrell seconded the motion. There were four votes to approve and one abstention as Mr. Kodzis is a new member and was not present at the June 1st meeting.

Ms. Ripley stated that the first item for discussion was whether the committee members had any desire to revisit or reconsider the Police Traffic Details by-law that would be coming up at the next Town meeting. Mr. Farrell said that he did not have any desire to reconsider and said that the group would have until May to make any further comments if necessary.

Mr. Woodside told the Board that he had discussed the increase in the parking violation fine, from \$15 to \$25 with the Board of Selectmen. He also stated that the changes in the fines were not put into the new fine books yet, and that they are trying to use up the old books. Once they are used up, they will print new books with the new fines. He has tasked Lt. McGonigle to rewrite all the traffic control bylaws and fines and then these will all be re-voted by the Selectmen.

Ms. Ripley stated that she had skipped #3 on the agenda so she proceeded to state that the committee needed to reorganize. Ms. Coffin made a motion to nominate Ms. Ripley to continue as Chairman. Mr. Farrell seconded the motion. It was a unanimous vote to approve. Ms. Ripley made a motion to nominate Mr. Gay to continue as Vice-Chairman. Mr. Farrell seconded and it was unanimous vote to approve. Ms. Ripley made a motion to nominate Ms. Coffin to continue as Secretary. Mr. Farrell seconded the motion and it was a unanimous vote to approve.

The committee moved on to discussion of item 5(b). This is a request of the Town Moderator to amend the existing bylaw to give him, as moderator, the discretion to determine whether a 2/3 vote has been made without needing to actually count the votes. He feels that this bylaw will be beneficial to him and will make the Town meeting move more quickly. Mr. Farrell agrees with the Moderator's request and made a motion to approve said request. Mr. Carney seconded the motion. It was a unanimous vote to approve a new section of the bylaw giving the Town moderator the discretion not to take an actual count on articles requiring a 2/3 vote for passage at Town meetings.

Next issue was 5(c), the Town Moderator's request for an amendment increasing the number of voters needed to request a secret ballot at Town meeting from 15 to 30. Mr. Farrell made a motion to amend Section 1.1.7 to increase the number of voters needed for secret ballot to 30. Mr. Carney seconded the motion. It was a unanimous vote to approve this motion.

Next issue was 5(d). This article is being presented by resident Susan Baracchini of Pocasset. She is proposing to delete Article 3.1.4, Railroad and Auto Overpasses, which prohibits jumping from or swimming under such bridges. Ms. Baracchini stated that she has been a resident of Pocasset since December 1999. She stated that most people enjoy jumping off the bridges. She and her husband look at it as a type of recreation. They teach their children about safety and how to consider traffic issues, the tides and access, and to check the bottom before they jump. She feels that the responsibility should rest with the parents. To her knowledge there has not been an incident or injury at the Pocasset Singing Bridge. She feels that the Town should release the fines. Ms. Baracchini stated that she was spurred on to suggest this change in light of the fact that the Town had no problem posting signs on the beaches this summer stating that there were no lifeguards and that people were swimming at their own risk. She also said that the Town removed the floats that children used to get their recreation from. She stated that the Town had no concern about liability in this case. She stated that the bridges are also posted 'No jumping or swimming'. She restated that she feels that the Town would not be liable for any injury. She has researched other Towns and there are only a few that have similar fines. Elsewhere jumping from and swimming from bridges is allowed. She referenced Sandwich and Edgartown. Ms. Ripley stated that Chatham has a bylaw similar to ours. Ms. Baracchini stated that people of all ages jump from bridges and that it is not just children. She feels it is wrong not to allow people this type of recreation.

Mr. Farrell said that there was history behind the existing bylaw. Someone jumped from the Back River bridge years ago and died. He had jumped at low tide, got caught in the rocks and drowned. After this the bylaw prohibiting jumping and swimming from bridges was written and passed: He does agree that jumping from bridges is a 'rite of passage'. He believes that education is the real key, but he is not sure if any public safety officials would agree. Ms. Baracchini restated that without floats for teenagers or young children, something else is needed. She feels that limiting this recreation and charging fines is just not right. She feels that at least the Pocasset Bridge should be considered as far as removing the prohibition since it has a separate side walk. Mr. Gay stated that he would not be supportive of the removal of this bylaw. He is concerned that the Town could actually be sued if someone were hurt. He said that he could see however that the Pocasset Bridge seems to be a little safer. Mr. Woodside stated that in the past year some fines were issued. He stated that most Police don't have a problem with the practice but that there is actually a large percentage of the population that don't feel that it is okay. If the police go by and see 50 kids hanging out on the bridge, or they get complaints, then they are going to give them a warning first, but if they stay there, they will be fined. Mr. Woodside stated that the current by the Wareham Narrows Bridge is much too strong. He feels that jumping from and swimming under bridges does jeopardize public safety. He also stated that this year he got complaints from DNR who had received complaints from residents about the kids climbing up on their docks after they jumped into the river. He also stated that there definitely have been some injuries even though they may have been minor. Mr. Farrell stated that the death he had talked about was in the 1960's. Ms. Baracchini wondered why the bylaws have never been enforced so heavily before. Mr. Woodside stated that they Police have always tried to enforce the bylaw. He stated that they have just received many more complaints recently.

Ms. Ripley stated that since Ms. Baracchini has drafted a petition that has been signed and will be presented for next May's Town Meeting the Bylaw Committee will be reviewing this article at some point, probably in April. She feels that the members should take what they have heard and give the article some thought. At a future meeting we will have the opportunity to vote on the proposed article. Mr. Kodzis asked whether Town Counsel has looked at the liability issue and the members thought that this was an excellent idea.

Mr. Gay stated that there probably isn't a clear cut rule but he felt that if the bylaw were eliminated it is almost like creating an attractive nuisance and he feels that the Town might be liable. Town insurance may be an issue as well. The Town should get a position statement from its insurance company. Mr. Kodzis asked whether a reduction in the fine could be considered. Mr. Woodside feels that a reduced fine might make the bylaw harder to enforce. He also feels that the Fire Department and the DNR will be against removing the existing bylaw. Mr. Farrell agreed that the bylaw committee members should just let this item sit and research the issue and then vote at a later date when the bylaw is formally presented to us.

Ms. Baracchini discussed that new bridge going in at Meganset. Mr. Carney stated that he knows that not everyone jumps from the bridges when the tide is high. He personally knows that some jump when it's low tide for the thrill. He is not in favor of removing the bylaw. The group agreed to wait for any formal vote on the issue.

Ms. Ripley continued to the next agenda item which was the continued review of Bylaw sections that do not have specific dollar amounts for fines. Blocking fire hydrants was discussed. Mr. Farrell stated that this is already in the Police's parking violation book. Mr. Woodside stated that he would write a parking ticket before he would issue a fine under the bylaw. Our bylaws now have a minimum of a \$50.00 fine. Ms. Ripley stated that since it was already 4:30 and the Board likes to keep its meetings to one hour, this discussion would be put off till the next meeting. It was decided that the next meeting would be on December 7, 2011 at 4:30 PM at the Town Hall. Mr. Farrell asked the members to consider that after the first of the year, as Town meeting get closer, the committee may have to meet more than once per month. Mr. Farrell also stated that several residents have asked the committee to look into a 'light trespass' by law and he will work on this.

Mr. Farrell made a motion to adjourn. Mr. Gay seconded the motion. It was a unanimous vote and the meeting adjourned at 5:30 PM.

Cynthia A. Coffin
Approved 12/7/11

Submitted by Cynthia A. Coffin, Secretary

BY LAW COMMITTEE

MINUTES NOVEMBER 17, 2010 4:30 PM

Meeting convened in the upper conference room at Town Hall

2011 SEP 8 PM 2 58

Members in attendance: Elinor Ripley, Chair; David Gay, Vice-Chair; Cynthia Coffin, Town Clerk's Office; Peter Meier, Planning Board; Dennis Woodside, Bourne PD.

Also present: Chief Earl Baldwin

Ms. Ripley opened the meeting and stated that per the Open Meeting Law she was announcing that the meeting was being taped.

Mr. Gay made a motion to approve the minutes of September 15, 2010. Ms. Ripley seconded the motion. The vote was three in favor with one abstention.

Ms. Ripley brought up the discussion of possibly developing a by-law on political signs. Ms. Ripley had a conversation with Barry Johnson, Town Clerk. The by-law could be for how long signs can be up after an election. Ms. Ripley stated that someone had placed a sign on her lawn and it wasn't even anyone she was in favor of. No one wants to encumber free speech but there are a lot of signs up way after the elections are over. The members discussed that it would be very hard to enforce such a regulation as no one would know who put the signs up. Chief Baldwin stated that the police would not know who to write the violation to. Ms. Coffin stated that realistically if someone finds a sign in their yard and they don't want it there, they should just throw it away. Mr. Gay said that he did research and Berkley either has or had a sign by-law which stated that political signs must be removed within 10 days following the election. The Attorney General's office ruled that this would only be legal if it applied to all signs after any event. The committee members again discussed the problems with enforcement and who would do the actual removal and ticketing. Ms. Coffin said she believed that there was something in the Town Zoning regulations about signage as she knows that Roger Laporte, the Zoning Enforcement Officer, has gone out in the past on sign complaints. Ms. Ripley stated that there is a belief that there is something in the by-laws which states that signs can only go up 30 days before each election, but in actuality this by-law does not exist. The By-Law Committee decided that it would take not action on a political sign by-law.

Discussion and review of the General By-Laws was next. The Board had reviewed up to Section 3.1.25 at its last meeting. The next item was 3.1.26. Yard, Garage, and Barn Sales. There was some discussion relative to the Selectmen's licensure of these events and the fact that most people do not pull the proper permits, probably because they don't know that the requirement exists. Ms. Ripley stated that John Ford had spoken to her about the group possibly increasing the fine for parking violations associated with these types of events. Mr. Woodside and Mr. Baldwin stated that the police already have the authority to ticket. It was decided that the committee would not take any action to change this section at this time.

The next section was 3.1.27. Use of Vehicle on Public Land. Mr. Baldwin stated that the existing fine was \$50.00 and felt that the fine should be at least \$200.00. Ms. Ripley voted to change the fine from \$50.00 to \$200.00. Mr. Gay seconded the motion. It was unanimous.

Section 3.1.28. Temporary Repairs of Private Ways. Ms. Ripley stated that this by law had been recently changed and so the Committee decided that no action was needed on this section.

Section 3.1.29. Licensing and Control of Dogs. Mr. Woodside stated that he had spoken to David Lonergan about the issuance of fines for violations of this section. The Police Department has taken no-payers of fines to court. The Department of Natural Resources has tried to file criminal complaints for those violating the regulations and not licensing their dogs, but the Court has recently not been helpful in issuing any fines. A lot of the tickets are just thrown out. Evidently there was some problem with tickets for non-licensure being issued on deceased dogs and the Courts had a real issue with this happening. Enforcement has really been an issue. Mr. Woodside stated that he is not sure what the DNR is doing at this time about violators. Sometimes people just come right in and pay the fine, but for those who don't, there is no easy step to getting the fine payments. There was some discussion regarding the license fees but everyone thought that these were relatively low. The Town Clerk's office had recently done a lot of work on this regulation. The Board discussed the more recent revision to the 'barking and howling' nuisance section of the by-law. It can be hard to enforce but at least it is on the books. No changes were made to this section.

Section 3.1.30. Fees for Certain Licenses Regulated. There was a discussion regarding the fees for fireworks. Ms. Coffin wasn't sure if the 'food cart' license was even necessary as the Board of Health has its own 'mobile food server license' and the Selectmen's office has the 'common victualers' and the 'food vendor' licenses. Ms. Ripley said that she would speak to the Selectmen's office to see if all of these licenses are still necessary. There was some discussion regarding private fireworks events that have taken place in the past. There were a couple of incidents where these were not permitted and the Police Dept. was called out after complaints and the fireworks were seized and the event was stopped. Brookside has been permitted for fireworks as has a residence on Elgin Rd. No action was taken on this section of the by-laws.

Section 3.1.31. Blocking Fire Hydrants and Fire Department Connections. No action taken

Section 3.1.32 Fees for False Alarms. No action was taken on this section. It was mentioned that the fee for False Police Security alarms had previously been changed to follow this section of the regulations.

Section 3.1.33. Handicapped Parking. Mr. Gay stated that many towns have this section under their Zoning regulations. Mr. Gay stated that Harwich's fine is \$200.00 for a violation of this section. Ms. Coffin made a motion to increase the fine to \$200.00. Mr. Meier seconded the motion. It was unanimous. There was some discussion that there is also the Police Department policy/regulation on parking in a handicapped stop. The fine with the Police Department is \$40.00. Ms. Ripley said that she will check to see if the \$40.00 on the Police tickets came from our Town By-Laws.

Section 3.1.34. Sidewalk Sales. No action taken. Ms. Coffin stated that she thinks that there is something in the zoning regulations about what can take place in front of stores, like on Main Street.

Section 3.1.35. Motor Vehicle Junkyard. There was some discussion as to unregistered vehicles on private property and the Building Inspector's ticketing power. Mr. Meier asked if the section of the by-law applied to things like boat trailers. Mr. Woodside and Mr. Baldwin answered no. Mr. Gay stated that a junkyard would have to have a Class III State License. No changes were made to this section.

Section 3.1.36. Licensing Authority. Changes were made to this section in 2003 so no action taken.

Section 3.1.37. Layout and Acceptance of Private Ways. Ms. Ripley stated that this section was reviewed thoroughly and changes were made in 2004. No action taken on this section.

Section 3.1.38. Video Poker Machines/Slot Machines. No action necessary; Changes were made in 2004.

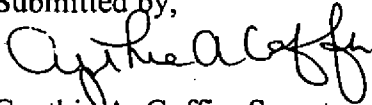
Section 3.1.39. Personal Motoring. This regulation is for things like go-carts that might be used in residential areas, gas-powered scooters, etc. Mr. Woodside stated that the police department has given out tickets on this by-law. It was amended at Town meeting in 2004. No action was taken by the committee at this time.

Section 3.1.40. Public Consumption or Use of Marijuana. This section of the Town By-Laws was added to the Town By-laws in 2009. No action taken by the By-Law Committee at this time.

Ms. Ripley said that there was a consensus of the members that the committee should not have a meeting in December. The next meeting will, therefore, be January 5, 2010 (tentatively).

Ms. Coffin made a motion to adjourn. Mr. Meier seconded. It was unanimous. The meeting adjourned at 5:30 PM.

Submitted by,


Cynthia A. Coffin, Secretary

BY-LAW COMMITTEE MEETING NOTICE

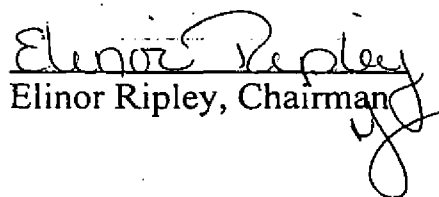
Date
Wednesday
December 7, 2011

Time
4:30 PM

Location 2011 DEC 1 PM 3 00
Bourne Town Hall
24 Perry Avenue TOWN CLERK'S OFFICE
Buzzards Bay BOURNE, MASS
Lower Conference Room

AGENDA

1. Call to order
2. Announce that Meeting is being taped
3. Review and approve minutes of November 2, 2011
4. Review and possibly take action on proposed Town Meeting Articles:
 - a) Opportunity to review article proposing deleting Article 3.1.4 Railroad and Auto Overpasses which prohibits jumping from or swimming under bridges.
 - b) Update on article limiting outdoor lighting.
 - c) Any other proposed articles.
5. Review Bylaw Sections that do not specify dollar amount of fines for their violation and recommend dollar amount of fines where appropriate – continuing from Section 3.1.31.
6. Continue Review of General Bylaws Public Safety and Good Order, Waterways, Wetlands and Natural Resources Protection, Underground Storage, Solid Waste Management and Sections 3.11 through 3.15 as time permits.
7. Discuss future agenda items.
8. Public Comment.
9. Adjourn


Elinor Ripley, Chairman

cc: Town Clerk & Selectmen

BY LAW COMMITTEE

2012 JAN 5 AM 11 18

MINUTES December 7, 2011

TOWN CLERK'S OFFICE

BOURNE, MASS Meeting convened in the lower conference room at Town Hall

Members in attendance: Elinor Ripley, Chair; Cynthia Coffin, Secretary; and Michael Butler. Ms. Ripley stated that Mr. Kodzis and Mr. Gay were going to be absent due to prior commitments. Dennis Woodside was also present as a non-voting member, Bourne PD. He stated that Mr. Farrell would also be absent and that Mr. Carney would be late.

Ms. Ripley opened the meeting and stated that per the Open Meeting Law she was announcing that the meeting was being taped.

Ms. Ripley stated that the minutes of the November 2, 2011 meeting needed to be approved but that we did not have a quorum to take a vote. Ms. Coffin asked about item #4 on the agenda which was continued review of the proposal to delete the bylaw prohibiting jumping from railroad and auto overpasses and discussion of the article on limiting outdoor lighting. Ms. Ripley stated that discussion on both of these items would be put off until a later date.

Ms. Ripley stated that even though there was not a quorum the group could review the Bylaw sections that do not specify specific dollar amounts of fines, starting at Section 3.1.31. Section 3.1.31, Blocking Fire Hydrants and Fire Department Connections was discussed. Ms. Ripley stated that generally this section relates to planting. Chief Woodside said that this section also covers vehicles that might block a hydrant but that the Police would probably deal with a vehicle as a parking violation. Chief Woodside said that a warning would be given first but that if nothing was done then there should be a \$300.00 fine. Chief Woodside suggested the following wording "Any one that refuses to remedy the situation after notification by the Police shall be subject to a fine of \$300.00. Everyone agreed.

The next section was Section 3.1.34, Sidewalk Sales. Chief Woodside and Ms. Ripley both agreed that there should be a fine of \$100.00 for a first offense and then a \$300.00 fine for any subsequent offenses. Chief Woodside suggested amending the language to include the wording, "on any second and subsequent offense there will be a fine of \$300.00. All other members agreed. During discussion on this item Chief Woodside mention to the members that the Police Department was having a real problem with pawn shops taking stolen property. He feels that pawn shop owners should be prosecuted. They are well aware that if that are taking in goods for less than the value, that there is a good chance that the goods are stolen. The Police Department has made many arrests. He would like to see this nipped in the bud.

Section 3.1.35, Motor Vehicle Junkyard was next for discussion. Ms. Ripley suggested a fine of \$300.00 and all agreed.

Next section was Section 3.2.1, Hazards to Traffic. Chief Woodside stated that this regulation is pretty well written as it states that the hazard has to be documented by the Board of Selectmen and the Chief of Police. That way you know it is a serious hazard before any action is taken. It was discussed that there should be a fine of \$100.00, but that said fine should accrue daily until the hazard is mitigated.

Ms. Ripley asked Chief Woodside if Lt. McGonigle would have any problem with her changing the punctuation on the Police Traffic Details By-Law and Chief Woodside said that if changes needed to be made then they should be.

Member Gerry Carney arrived at the meeting at 4:55 PM and so a quorum was achieved.

Ms. Ripley stated that Mr. Gay had submitted a proposal for a different Taxicab bylaw. It was given to the Selectmen but she does not know that status.

The next section of the By-Laws discussed was the Public Health, Section 3.4.1, Littering. The Board members suggested a fine of \$300.00.

Section 3.4.2 was discussed next and Ms. Coffin had some issues. She felt that the wording was archaic and that the bylaw, as written, really wasn't applicable to modern situations. She thought that perhaps the bylaw should reference septic systems and cesspools but stated that she does not even know if there are any privy vaults in the Town. She also doesn't know why wells and basements are mentioned unless they are talking about the old food storage basements that used to be used. She suggested a rewriting of this section and stated that she would work on some updated wording. It was discussed, though, that the fine should be \$300.00 for this offense.

Section 3.4.3 is relative to the Prohibition on the Feeding of Waterfowl. Mr. Carney mentioned that case in the news of the 80 year old woman from Lynn who has been feeding waterfowl for about eight years. The Town has finally decided to fine her since she is creating a public health nuisance. There was discussion among the Committee members that even though 3.4.3 references enforcement through Chapter 21D, non-criminal disposition, aka ticketing by-law, this actual section, 6.1.2 doesn't appear to be properly worded as it appears to suggest that the ticket is actually a notice to appear in court as opposed to a notice to pay a fine. The members decided that the Committee would revisit Sections 3.4.3, 3.4.4 and also look at rewording 6.1.2.

Ms. Coffin mentioned bylaws on the back sheet of the summary list of things that the Committee was working on. Ms. Ripley stated that these additional bylaws were just some that other Towns had adopted. The members all thought that a bylaw stating that no more than one unregistered vehicle could be on any property was something that was very necessary. The Police would be able to do more enforcement. Ms. Ripley stated that she would get together the other Town's bylaws on this section so that the Board could discuss this at a future date.

The next item on the agenda was a continued review of the General Bylaws. No action was taken on 3.1.11 or 3.1.12. There was discussion on Section 3.1.13. Chief Woodside said that this section really needed to be reworded to address the issue of those who go through people's trash and recyclables. Evidently this is quite a common problem and since the trash is not considered personal property the perpetrators cannot be penalized. It was decided that the fine should be \$100 for the first offense, \$200 for the second offense and \$300 for the third and subsequent offenses. Chief Woodside suggested added language to the effect that 'this does not apply to law enforcement or any other service by the Town, or to those who are paid collection companies. The Committee will look at this section again at a later date.

Section 3.1.14 Pawn Broker. This was actually a newer bylaw. Chief Woodside stated that the Police Department has confiscated a lot of stolen material being handled by Pawn Shops. The PD is beginning to charge the pawn shop owners with receiving stolen property. Chief Woodside also discussed the rampant problem of stolen wiring, metal foundation forms and grounding wires.

It was discussed that many of these sections had already been reviewed by the By-Law Committee. Ms. Coffin said that she would go through the old minutes and see where the Committee had stopped their review. Ms Coffin also suggested that Tim Mullen, the DNR Director, be contacted to see if he had any input on the bylaws in the section titled "Use of Waterways."

The review of the bylaws ended at this point.

The members decided that the next meeting would be January 4, 2011 at 4:30 and most likely would be in the 2nd floor conference room.

Ms. Coffin made a motion to adjourn and Mr. Carney seconded the motion. It was a unanimous vote to adjourn. Then Ms. Coffin stated that since there was a quorum the committee should have taken a vote on the minutes. Ms. Coffin made a motion to reopen the meeting. Ms. Ripley seconded. It was unanimous. Ms. Ripley made a motion to approve the minutes of the November 2, 2011 meeting. Mr. Carney seconded the motion. It was unanimous. Ms. Coffin made a motion to adjourn. Mr. Carney seconded the motion and it was unanimous to end the meeting at 5:35 PM.

Submitted by Cynthia A. Coffin, Secretary

Cynthia A Coffin
Board approved
1-4-12

Cable Television Advisory Committee 2011 MAR 4 PM 4 18

TOWN CLERK'S OFFICE

Meeting Notice

Date

March 9, 2011

Time

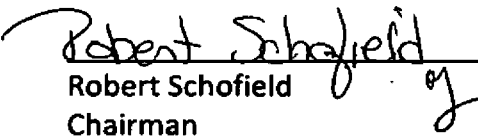
10:00 A.M.

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Lower Conference Room

AGENDA

1. Discussion regarding renewal of the Cable Television contract
2. Discussion of future agenda items.
3. Adjourn


Robert Schofield
Chairman

3/15 Selectmen

*Tues 3/22 or 3/24
9 AM
3/28 3/29
afternoon*

AIAA



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TOWN OF BOURNE

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Mar 2011

Cable Television Advisory Committee

3/9/2011

Town Hall, Lower Conference Room

Event Title: Cable Television Advisory Committee

Where: Town Hall, Lower Conference Room

Wednesday, March 9, 2011

Time: 10:00 AM EST

1. Discussion regarding renewal of the Cable Television contract
2. Discussion of future agenda items
3. Adjourn *1m. 50 min.*

2012 FEB 3 PM 3 10
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BOURNE, MASS

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*Nancy Richards Plymouth
Budget*

*many 2010 Budget
ASK Mary ABOUT Fiber Optic Cable.*

*Recruit myself, Diane, Pat Sweeney, Tom O'Keefe,
Kay + Bill Locke*

**TOWN OF BOURNE
COMCAST RENEWAL PROPOSAL
SUMMARY OF MATERIAL TERMS AND PROVISIONS**

<u>SUBJECT</u>	<u>TOWN REQUEST-FOR-PROPOSAL</u>	<u>COMCAST RENEWAL PROPOSAL</u>
(1) RENEWAL TERM	OPEN	10 YEARS
(2) LOCAL OFFICE	CONTINUE TO OPERATE IN BOURNE	NO
(3) PEG ACCESS PROGRAMMING		
(a) Comcast to continue to operate studio for 12 months	YES	NO: 60 DAYS ONLY
(b) Comcast to continue to produce 16 hours of monthly programming for 12 months	YES	NO
(c) Annual Funding ¹²	5% OF COMCAST'S GROSS ANNUAL REVENUES ("GAR") 5% OF GAR = \$287,055.00	3% OF GAR, LESS APPLICABLE FEES 3% OF GAR (LESS FEES) = \$157,475.00
(d) \$40,000.00 Advance	YES	YES
(e) GAR Reporting Form	YES, AS AN EXHIBIT	NO
(f) Capital Funding ³	\$300,000.00	NO: .4% of GAR = \$22,965.00 per year
(g) Definition of GAR ⁴	FULL DEFINITION INCLUDING NON-SUBSCRIBER REVENUES	LESSER DEFINITION; NO NON-SUB REV.
(h) # of Access Channels ⁵	3	3
(i) Additional Digital Bandwidth	YES	NO
(j) Remote Origination Locations ⁶	RFP INCLUDES LIST OF 21 SITES	EXHIBIT C DOES NOT LIST SPECIFIC LOCATIONS.
(k) PEG Programming Exclusivity	NO	YES; COMPETITORS NEED COMCAST PERM.
(l) Report of Disbursements	NO	YES

¹ Section 4.8 of 2001 Renewal License specified 3% of Comcast's GAR in the event an Access Corporation assumed local programming responsibility.

² 5% of Gross Annual Revenues less fees = \$272,297.00

³ The 2001 Renewal License required \$228,000.00 in capital funding.

⁴ Current definition of Gross Annual Revenues includes: home-shopping revenues and advertising revenues, but not "fee-on-fee" revenues.

⁵ Current Renewal License requires three (3) PEG Access Channels.

⁶ See Exhibit 1 attached hereto.

**TOWN OF BOURNE
COMCAST RENEWAL PROPOSAL
SUMMARY OF MATERIAL TERMS AND PROVISIONS**

<u>SUBJECT</u>	<u>TOWN REQUEST-FOR-PROPOSAL</u>	<u>COMCAST RENEWAL PROPOSAL</u>
(4) LEVEL-PLAYING-FIELD PROVISION ⁷	NO	YES
(5) SERVICE TO ALL RESIDENTS	YES, W/OUT ADDITIONAL CHARGES	YES, BUT SUBJECT TO ADDITIONAL CHARGES & LINE-EXTENSION: 30 HOMES/AERIAL MILE & 60 HOMES/UNDERGROUND MILE ⁸
(6) DISTANCE PARAMETER FROM HOME	250 FEET ⁹	125 FEET
(7) SERVICE TO MILITARY BASE ¹⁰	YES	NO

⁷ Current Renewal License does contain such a provision.

⁸ There is no such provision in the 2001 Renewal License.

⁹ Section 3.4 of the 2001 Renewal License specifies a 250' distance parameter.

¹⁰ Section 3.2 of the 2001 Renewal License requires Comcast to serve the U.S. Military Base.

Suite 900
Boston, Massachusetts 02110-1112
(617) 951-9909

--- On Fri, 3/18/11, Robert Schofield <reschofield@comcast.net> wrote:

From: Robert Schofield <reschofield@comcast.net>
Subject: Re: Confirming 3-22-11 Meeting
To: peter@epsteinandaugust.com
Date: Friday, March 18, 2011, 9:42 PM

You've got it! Have a nice weekend

Bob

From: Peter Epstein
Sent: Friday, March 18, 2011 6:37 PM
To: reschofield@comcast.net
Subject: Confirming 3-22-11 Meeting

Hi Bob:

Just confirming that we are meeting with Mary O'Keeffe on Tuesday morning, March 22nd, at 9am at Town Hall.

Many thanks.

Peter J. Epstein
Epstein & August, LLP
101 Arch Street
Suite 900
Boston, Massachusetts 02110-1112
(617) 951-9909

2012 FEB 3 PM 3 11
TOWN CLERK'S OFFICE
BOURNE, MASS

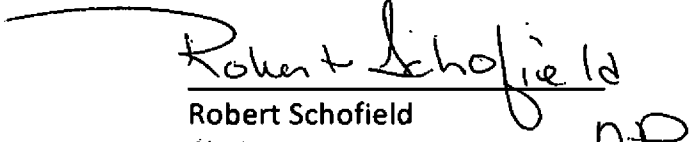
2011 MAR 14 AM 10:02
Cable Television Advisory Committee
TOWN CLERK'S OFFICE

Meeting Notice

<u>Date</u>	<u>Time</u>	<u>Location</u>
Tuesday March 22, 2011	9:00 A.M.	Bourne Town Hall 24 Perry Avenue Buzzards Bay Lower Conference Room

AGENDA

1. Discussion regarding renewal of the Cable Television contract
2. Discussion of future agenda items.
3. Adjourn


Robert Schofield
Chairman

From: "Robert Schofield" <reschofield@comcast.net>
Date: Monday, March 21, 2011 3:49 PM
To: <peter@epsteinandaugust.com>
Subject: Re: Confirming 3-22-11 Meeting

Peter, I covered all those topics with her and told her we were looking for answers to bring us up to date before we got into discussions on the contract. We will start with Mary at 9AM on this first session, but we can discuss how we handle future discussions(next week). After we cover these issues, we can get right into the differences on the RFP. We have 7500 subscribers as of 1/1/2011

From: Peter Epstein
Sent: Monday, March 21, 2011 12:12 PM
To: Robert Schofield
Subject: Re: Confirming 3-22-11 Meeting

Hi Bob:

Is Mary O'Keeffe coming tomorrow morning at 9am, or 9:30am?

Also, when we met internally on March 9th, we discussed asking Comcast for the additional follow-up information:

- (1) Studio Expenses for 2010;
- (2) The current Franchise-Related-Cost ("FRC") Sheet;
- (3) An accounting of the \$228,000.00 that Comcast was required to expend for capital;
- (4) An explanation of how Comcast is serving the military base;
- (5) The number of subscribers in Bourne as of March 15, 2011; and
- (6) A list of the public buildings for which Comcast provides free Basic Service.

I think that you were going to follow-up with Mary on this, but I may be mistaken. If she has not been asked, then we can ask her tomorrow to provide this information before the second meeting, which is scheduled for Monday, March 28th.

At any rate, does the Committee want to meet internally tomorrow morning before Mary arrives? If Mary is coming at 9am, I can be at Town Hall at 8:30am. If not, then I suggest that we start reviewing with her the differences between what the Town requested in the RFP and Comcast's responses. I would not agree with anything tomorrow until we can get through all of the outstanding issues.

Thanks.

Peter J. Epstein
Epstein & August, LLP
101 Arch Street

2012 FEB 3 PM 3 11
TOWN CLERK'S OFFICE
BOURNE, MASS

2/2/2012

Bourne Enterprise meeting of 3/22/2011
1st Session

Town's Cable Negotiations Hit A Few Obstacles

By DIANA T. BARTH

The town and Comcast have run into several areas of contention, including Comcast's desire to close local offices and establish a regional office serving the Upper Cape, as they work to hammer out a new cable contract for Bourne. Even the length of the renewal contract could be open to discussion. Comcast has proposed a 10-year agreement.

The town's current licensing agreement expires on May 22 of this year.

Members of the Bourne Cablevision Advisory Committee met this week with Mary O'Keefe, senior manager of government and community affairs for Comcast, and attorney Peter J. Ep-

stein of Epstein & August LLP, who is assisting the town in the continuing process of negotiating a new contract with Comcast.

On Tuesday morning, committee Chairman Robert Schofield and member Kathleen V. Donovan and Mr. Epstein zeroed in primarily on the fact that Comcast is getting out of the business of running local access television studios, such as the one currently run by Bourne resident Richard Anderson in a studio inside Bourne High School.

Mr. Anderson, with the help of volunteers such as Diane M. Flynn of Buzzards Bay, broadcasts selectmen's meetings live and tapes and later shows finance

Continued on Page 7

TOWN CLERK'S OFFICE
BOURNE, MASS.
2012 FEB 3 PM 3 11

Town's Cable Negotiations Hit A Few Obstacles

81

Continued from Page One
committee and other town meetings and events.

He films and edits a number of other local programs, and obtains and broadcasts programs of regional interest. He also assists the students in Bourne High School's broadcast journalism class.

Mr. Epstein and the committee members went over figures showing how much Comcast has spent, both initially for equipment and annually for the past several years, for Mr. Anderson's salary, for ongoing repair and maintenance of studio equipment, utilities and other costs that either the town or a new nonprofit "access corporation" would have to assume when Comcast stops running the operation.

The studio's annual operations are estimated to cost between \$85,000 and \$90,000, but capital and other expenses need to be considered.

At the moment, Comcast does all of the accounting in association with the studio. That is a job that either Mr. Anderson would have to

take on, if he is willing to continue to operate the studio under new ownership, or a part-time person would need to be hired.

Now, Comcast can ask the staffer of another town's studio to fill in when Mr. Anderson is on vacation. If the town or a nonprofit corporation runs the studio, they would not have that same luxury and would have to calculate the cost of covering his time off, one they estimated as about \$5,200 a year.

Those types of expenses will need to be figured into a new agreement.

Committee members will also be in touch with towns such as Sandwich, which has been running its own access corporation for about 10 years, to learn from their experience.

One of the basic areas of contention during negotiations will center on how much Comcast will provide annually to fund the studio when it is no longer handling the operations.

Comcast has proposed covering

the costs with funding of 3 percent of its gross annual cablevision (not Internet service) revenue. Bourne has proposed receiving 5 percent of that revenue. Whatever the amount, and no matter who runs the studio, it would most likely be able to be passed on to subscribers.

At 5 percent of Comcast's gross income, that cost was estimated to be in the range of 94 cents to \$1.20 per subscriber.

One of the questions raised in this week's committee discussion was whether Comcast's gross annual cablevision revenue would continue to be adequate, nine or 10 years from now, to cover the cost of running the studio.

Committee members acknowledged that more and more people, especially younger residents, are accessing programming via the Internet or by using services, such as Netflix. How that trend will play out in the coming years is debatable, so there is always a risk involved in agreeing to any percentage over a long term.

Who pays the cost of "drops" or connections to buildings, whether Comcast provide a senior discount amount of a required performance bond and many other issues need to be ironed out before a new agreement is finalized.

Mr. Epstein also represented a consortium of towns that Falmouth, Mashpee, Sandwich, Chatham, Dennis, Harwich, Yarmouth. Those towns have been working on their renewal agreement for a few years, and are to completing the process. Comcast continues to operate under the provisions of an old contract.

Bourne officials hope to benefit from his expertise, and what he learned from those negotiations as the town concludes its own.

The cablevision committee tentatively set to meet at 9 AM next Monday in the conference room of town hall. Interested persons should check the town website for any changes.



Welcome to the TOWN OF BOURNE

*Studio
159 6763*

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Mar 2011

TOWN CLERK'S OFFICE
BOURNE, MASS

2012 FEB 3 PM 3 11

Cable Television Advisory Committee

3/22/2011

Town Hall, Lower Conference Room

Event Title: Cable Television Advisory Committee

Where: Town Hall, Lower Conference Room

Tuesday, March 22, 2011

Time: 9:00 AM EST

1. Discussion regarding renewal of the Cable Television Contract
2. Discussion of Future Agenda Items
3. Adjourn *1hr 40 min*

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Base 278 separate

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1200 Old Rockport Kim meet 508 748 1600

7343 Sandwich - Paula Johnson - Ext. Dir. 888 6800

7902 Murphee

Need Clarification of Base Input Locations

Current FRC - Info on Rates

Total Rev - 6,348,000 Proj. 2010 317,400

Public Buildings

Present myself, Diane, Tom O'Leary, Bill Locke (passed)

Kay Pat Sweeney,

2011 MAR 14 AM 10:02
Cable Television Advisory Committee
TOWN CLERK'S OFFICE

Meeting Notice

Date

Tuesday
March 22, 2011

Time

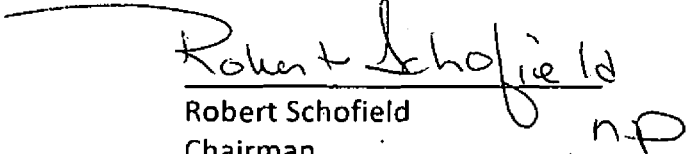
9:00 A.M.

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Lower Conference Room

AGENDA

1. Discussion regarding renewal of the Cable Television contract
2. Discussion of future agenda items.
3. Adjourn


Robert Schofield
Chairman

2011 Cable Television Advisory Committee 14 AM 10 03
2011 MAR 14 AM 10 02

TOWN CLERK'S OFFICE

TOWN CLERK'S OFFICE

Meeting Notice

Date

Monday
March 28, 2011

Time

9:00 A.M.

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Lower Conference Room

AGENDA

1. Discussion regarding renewal of the Cable Television contract
2. Discussion of future agenda items.
3. Adjourn


Robert Schofield
Chairman

From: "Robert Schofield" <reschofield@comcast.net>
Date: Sunday, March 27, 2011 9:26 PM
To: <peter@epsteinandaugust.com>
Subject: Re: Confirming 3-28-11 Meeting

Sorry to answer so late. We are on and I haven't had any feed back from Mary. See you in the morning

Bob

From: Peter Epstein
Sent: Friday, March 25, 2011 8:33 AM
To: Robert Schofield
Subject: Confirming 3-28-11 Meeting

2012 FEB 3 PM 3 11
TOWN CLERK'S OFFICE
BOURNE, MASS

Hi Bob:

Just confirming that we are on again to meet with Mary O'Keeffe on Monday morning, March 28th, at 9am at Town Hall.

Have you received any of the follow-up items that we requested of Mary this past Tuesday?

Thanks.

Peter J. Epstein
Epstein & August, LLP
101 Arch Street
Suite 900
Boston, Massachusetts 02110-1112
(617) 951-9909

4/20 9AM



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Mar 2011

Cable Television Advisory Committee

3/28/2011

Town Hall, Lower Conference Room

Event Title: Cable Television Advisory Committee

Where: Town Hall, Lower Conference Room

Monday, March 28, 2011

Time: 9:00 AM EST

- 1. Discussion regarding renewal of the Cable Television Contract
- 2. Discussion of Future Agenda Items
- 3. Adjourn *2 hrs.*

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2012 FEB 3 PM 3 11 TOWN CLERK'S OFFICE BOURNE, MASS

working current FRC - (2010 acct. revenues - non subscribers) Bourne Courtesy public buildings office - transactions & Lease Term Senior Sub.

Town Charter Requirements Present myself Diane, (Had to leave early) Bill Coche, Kay Tom O'Reilly

EPSTEIN & AUGUST, LLP
ATTORNEYS AT LAW
101 ARCH STREET
BOSTON, MASSACHUSETTS 02110-1112
TEL: (617) 951-9909
FAX: (617) 951-2717
peter@epsteinandaugust.com

2012 FEB 3 PM 3 12
TOWN CLERK'S OFFICE
BOURNE, MASS
Peter J. Epstein

TO: Bourne Cable Advisory Committee
FROM: Peter J. Epstein
DATE: April 2, 2011
RE: Organizing a Non-Profit Corporation

I am responding to the Cable Advisory Committee's request for information on how to organize an independent, non-profit corporation to provide public, education and government ("PEG") access programming in the Town of Bourne (the "Town").

Organizing a non-profit corporation is subject to Massachusetts General Laws Chapter 180 for, among other things, any civic, educational, charitable, benevolent or religious purpose, as well as the regulations of the IRS. Getting the non-profit off-the ground can be done by an independent group in the Town (existing or new) or by the Cable Advisory Committee itself (the "CAC"), at least initially. *It is important to remember, however, that the non-profit corporation will be independent of the Town itself.*

The basic steps to take include the following:

- (1) The group or CAC should decide on a name for the new organization. This could be something like Bourne Access Television, Inc., etc. The name must include "Inc." or "Corporation". While it would be unlikely, the group or CAC should check with the Secretary of State's Office to make sure that that name has not already been taken. Many groups pick a name that provides a handy acronym as well.
- (2) The group or CAC will then have to complete a Massachusetts form, called the Articles of Organization (the "Articles"), which require, among other things, (i) the name of the corporation; (ii) an explanation of the purpose of the corporation; (iii) confirmation that by-laws for the corporation have been adopted by its directors; (iv) the fiscal year of the corporation; (v) the street address of the corporation; and (vi) the names and addresses of the initial officers (President, Treasurer and Clerk) and other directors of the corporation. Note that there must be at least three (3) initial incorporators to sign the Articles. These three people can and usually do (but need not) remain as initial officers or directors of the Corporation.
- (3) The group or CAC will have to develop an initial set of by-laws for the corporation, which will have to be accepted by the initial officers and directors of the corporation.
- (4) Once completed, the Articles must be filed with the Secretary of State's Office in Boston, with a filing fee of \$35.00.

Bourne Cable Advisory Committee
April 2, 2011

Once the Articles have been accepted by the Secretary of State's Office, the following tasks can and should be completed by a director of the corporation (not by the CAC):

- (5) Applying to the IRS for an Employer Identification Number (EIN"), the IRS Form SS-4.
- (6) Filling-out, completing and filing the Form 1023 ("Application for Recognition of Exemption") with the IRS.

Thereafter, on an ongoing basis (and among other things), the corporation must file an annual report with the Secretary of State's Office by November 1st of each year.

I can assist the CAC in completing these tasks.

In the meantime, please let me know if you have any questions about this matter.

2012 FEB 3 PM 3 12
TOWN CLERK'S OFFICE
BOURNE, MASS

From: "Robert Schofield" <reschofield@comcast.net>
Date: Monday, April 18, 2011 11:16 AM
To: <peter@epsteinandaugust.com>
Subject: Re: Confirming Meeting April 20th
See you Wed

Bob

From: Peter Epstein
Sent: Monday, April 18, 2011 10:49 AM
To: Robert Schofield
Subject: Confirming Meeting April 20th

Hello Bob:

I have us meeting with Mary O'Keeffe again this Wednesday, April 20th at 9am at Town Hall.

Can you confirm that we're still on for that meeting.

Many thanks.

Peter J. Epstein
Epstein & August, LLP
101 Arch Street
Suite 900
Boston, Massachusetts 02110-1112
(617) 951-9909

2012 FEB 3 PM 3 12
TOWN CLERK'S OFFICE
BOURNE, MASS

Robert Schofield

From: "Kim" <kim@orctv.org>
Date: Tuesday, April 19, 2011 12:13 PM
To: <reschofield@comcast.net>
Subject: ORCTV in Marion

Hi Bob- it was nice talking with you today. Here are some numbers for you. If you have any other questions fell free to call or email. Good luck with everything.

2010
Payroll & taxes \$103,336
Health \$14,221

Total income 2010
\$274,000

Kimberly Miot
ORCTV
345 Front Street
Marion, MA 02738
508-748-1600 ph
508-500-4883 fx
www.orctv.org

2012 FEB 3 PM 3 11
TOWN CLERK'S OFFICE
BOURNE, MASS.

2011 MAR 28 PM 12:19 Cable Television Advisory Committee

TOWN CLERK'S OFFICE

Meeting Notice

Date

Wednesday
April 20, 2011

Time

9:00 A.M.

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Lower Conference Room

AGENDA

1. Discussion regarding renewal of the Cable Television contract
2. Discussion of future agenda items.
3. Adjourn



Robert Schofield
Chairman

2011 MAR 23 PM 12:19
TOWN CLERK'S OFFICE

Cable Television Advisory Committee

Meeting Notice

Date

Wednesday
April 20, 2011

Time

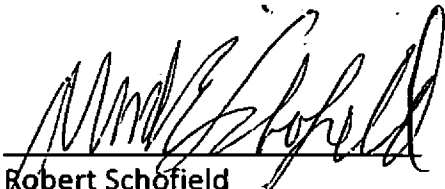
9:00 A.M.

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Lower Conference Room

AGENDA

1. Discussion regarding renewal of the Cable Television contract
2. Discussion of future agenda items.
3. Adjourn


Robert Schofield
Chairman



Welcome to the TOWN OF BOURNE

Need to renew license by Selectmen

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Apr 2011

Cable Television Advisory Committee

4/20/2011

Town Hall, Lower Conference Room

Event Title: Cable Television Advisory Committee

Where: Town Hall, Lower Conference Room

Wednesday, April 20, 2011

Time: 9:00 AM EST

1. Discussion regarding renewal of the Cable Television Contract
2. Discussion of Future Agenda Items
3. Adjourn *1 1/2 hrs*

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5 Minutes - Notify Me About the Event

2012 FEB 3 PM 3 12
TOWN CLERK'S OFFICE
BOURNE, MASS

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Myself, Tom C. Buon, Kay, Diane, Bill [unclear]
Went over details of questions between Peter + Mary (Comcast)



Barry H. Johnson
Town Clerk

Town Clerk
24 Perry Avenue
Buzzards Bay, MA 02532
(508) 759-0600 Ext 505



Wendy J. Chapman
Asst. Town Clerk

June 2011

Cable Advisory Committee
Robert Schafeld
P.O. Box 281
17 Beacons Point Rd
Pocasset, MA 02559

To : All Boards and Committees

Pursuant to the Town Charter of 2001, the Town By-laws and the Mass. General Laws, the minutes for all meetings should be filed with the Town Clerk's Office. We have enclosed excerpt from the various laws for your reference. If your Board or Committee posted a meeting and the meeting was cancelled, please file with our office a notice to that effect stating that the meeting was not held and no minutes will be filed.

Minutes missing

2010 - 03/25, 04/20, 05/05, 12/09

2011 - 03/9/11, 03/22/11, 03/28/11, 04/20/11, 08/2/11, 10/12/11

Your attention to this matter would be appreciated.

Sincerely,

Wendy J. Chapman
Asst. Town Clerk

Town Clerk

From: "Robert Schofield" <reschofield@comcast.net>
Date: Thursday, May 12, 2011 11:42 AM
To: <peter@epsteinandaugust.com>
Subject: Fw: Bourne Renewal

From: O'Keeffe, Mary
Sent: Wednesday, April 20, 2011 4:46 PM
To: RESchofield@comcast.net ; Peter@EpsteinandAugust.com
Subject: RE: Bourne Renewal

Peter – could you please resend the email you sent yesterday morning? Still no sign of it and I checked my spam folder too.

Thanks!

Mary

2010 Service Center Activity Monthly Averages

	Payments	Equipment	Totals
Falmouth	1520	598	3044
Marion	1147	680	2732
Mashpee	923	708	2564
Sandwich	748	354	2014
Bourne	754	353	1826

2012 FEB 3 PM 3 12
TOWN CLERK'S OFFICE
BOURNE, MASS

From: O'Keeffe, Mary
Sent: Tuesday, April 19, 2011 5:59 PM
To: Bob Schofield (RESchofield@comcast.net); Epstein Peter (Peter@EpsteinandAugust.com)
Subject: Bourne Renewal

Here are the 2010 Revenues for Bourne. Otis is not included.

Subscriber Revenue:	\$6,055,942.28
Non-Subscriber Revenue:	\$ 406,154.37
Bad Debt.	(\$ 34,859.23)
Total Revenue:	\$6,427,237.42

Bourne Municipal Cable Accounts in the Comcast database:

MO BEACH FIRE DEPT THOS PHILBRK RD
STATION 1 FIRE DEPT 130 MAIN ST
BOURNE LIBRARY 19 SANDWICH RD
BOURNE HIGHWAY 139 MACARTHUR BLVD
BOURNE POLICE DEPT 175 MAIN ST
POCASSET FIRE STATION 311 BARLOWS LANDING RD
BOURNE COMM'TY BLDG 239 MAIN ST
TAYLORS POINT MARINA 1 ACADEMY DR
BOURNE TOWN HALL 24 PERRY AVE
BOURNE HIGH SCHOOL 75 WATERHOUSE RD
HOXIE SCHOOL 3 WILLISTON RD
BOURNE MIDDLE SCHOOL 77 WATERHOUSE RD
BOURNE SCHOOL MAINT 70 TROWBRIDGE RD
BOURNEDALE ELEMENTARY SCHOOL 41 ERNEST VALERI RD
PEEBLES SCHOOL 70 TROWBRIDGE RD
BOURNE SCHOOLS 36 SANDWICH RD

Mary O'Keeffe

Senior Manager of Government/Community Relations

Greater Boston Region - NorthEast Division

Comcast

Suite E21, 681 Falmouth Road ❖❖ Mashpee, MA 02649

phone: 508.477.7738 ❖ fax: 508.477.7775

Mary_OKeeffe@cable.comcast.com

Comcast Credo

Comcast will deliver a superior experience to our customers

every day. Our products will be the best and we will offer the most

customer-friendly and reliable service in the market.

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From: "Robert Schofield" <reschofield@comcast.net>
Date: Wednesday, May 11, 2011 9:22 AM
To: <peter@epsteinandaugust.com>
Subject: Re: Follow-Up from Comcast

Peter, she answered the follow-up of store traffic on 4/20 but I haven't heard any other answers yet. I will call her since I want to get back on track with negotiations.

Bob

From: Peter Epstein
Sent: Monday, May 09, 2011 10:09 AM
To: Robert Schofield
Cc: Tom Guerino ; Thomas Guerino
Subject: Follow-Up from Comcast

2012 FEB 3 PM 3 12
TOWN CLERK'S OFFICE
BOURNE, MASS

Good Morning Bob:

I have not received any follow-up from Mary O'Keeffe from our April 20th meeting. She committed to getting us the following information by last week:

- (1) A traffic report for the Bourne customer service office;
- (2) The status of Comcast's negotiations with Otis for a new license to serve the base;
- (3) The number of senior citizens in Bourne who actually received the contractual discount in April 2011.
- (4) A counter-proposal from Comcast regarding an agreement on current franchise-related-costs ("FRCs)/embedded costs.

If you have not heard from her, we should follow-up with an e-mail reiterating the Committee's request for this information.

Peter J. Epstein
Epstein & August, LLP
101 Arch Street
Suite 900
Boston, Massachusetts 02110-1112
(617) 951-9909

From: "Robert Schofield" <reschofield@comcast.net>
Date: Friday, June 24, 2011 7:28 PM
To: "Skip Barlow & Diane Flynn" <skiane@verizon.net>
Subject: Re: Emailing: Scan_Doc0009.pdf

That is fine and thanks again for your help. Just need to conform to have minutes for each meeting for the record

From: Skip Barlow & Diane Flynn
Sent: Friday, June 24, 2011 6:59 AM
To: 'Robert Schofield'
Subject: RE: Emailing: Scan_Doc0009.pdf

Hi Bob

I have very simple notes. Most of those addressing issues within the contract discussions with Peter. Please remember we have had NO votes taken. Just suggested requests for 3 particular requests of Comcast. One meeting within the nine we did vote to indorse the fund requests for spending of moneies for media equipment for studio, but Selectmen had already voted to spend it.

I will write up formal minutes under Clerk for those 9 meetings. But can not provide them to you until Tuesday. Busy weekend ahead.

Diane

From: Robert Schofield [mailto:reschofield@comcast.net]
Sent: Thursday, June 23, 2011 2:14 PM
To: Diane Flynn
Subject: Emailing: Scan_Doc0009.pdf

I need your help Diane

Bob

Your message is ready to be sent with the following file or link attachments:

Scan_Doc0009.pdf

2012 FEB 3 PM 3 12
TOWN CLERK'S OFFICE
BOURNE, MASS

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.

From: "Robert Schofield" <reschofield@comcast.net>
Date: Tuesday, June 21, 2011 2:34 PM
To: "Peter Epstein" <epsteinpj@yahoo.com>
Subject: Re: Comcast Basic Service Pricing
That will work. Mary will send us a call in number to use on thurs.

Bob

From: Peter Epstein
Sent: Tuesday, June 21, 2011 11:13 AM
To: Robert Schofield
Subject: Re: Comcast Basic Service Pricing

Bob: I'm enroute to NYC. How about this Thursday morning at 11:30am

Sent from my iPhone

On 20 Jun 2011, at 10:07 PM, "Robert Schofield" <reschofield@comcast.net> wrote

2012 FEB 3 PM 3 12
TOWN CLERK'S OFFICE
BOURNE, MASS

From: O'Keeffe, Mary
Sent: Monday, June 20, 2011 6:15 PM
To: RESchofield@comcast.net
Subject: Comcast Basic Service Pricing

Regulation of basic cable rates under the 1992 Cable Act began on September 1, 1993.

Here's FAQ from the MA DTC website on Cable Rate Regulation:

http://www.mass.gov/?pageID=ocaterminal&L=7&L0=Home&L1=Government&L2=Our+Agencies+and+Divisions&L3=Der26+Fact+Sheets&sid=Eoca&b=terminalcontent&f=dtc_catv_faqs&csid=Eoca

Why do cable rates from town to town vary?

There are several factors that cause rates to vary among communities:

- Variations in the number of channels and the costs associated with providing programming.
- Rates in effect at the initial date of regulation (i.e. if the rate was higher before regulation it would likely remain higher after regulation)
- The amount of local (financial) franchise obligations.
- The number of years a community has been wired for cable.

- Which forms the cable operator chooses to file (i.e. what method the cable operator uses to justify its rates)
- The size of the cable operator and the number of subscribers.

I heard all the talk about rate regulation and prices decreasing because of it. My rates never went down. Why?

Basic tier rate regulation was established through the 1992 Cable Act as a result of significant increases in cable rates between 1984 and 1992. The intent of the Act was to slow down the occurrence of rate increases by requiring the cable operator to justify rate changes.

The rules established are also designed to prevent cable operators from making basic-only subscribers pay for costs unrelated to providing basic service. Cable operators are required to separate all basic tier costs and rates. All basic tier increases must be related to inflation, external cost increases or channel additions and deletions and subject to review by the Cable Division.

Basic Service Price

Bourne \$ 22.95
 Falmouth \$ 12.04
 Marion \$ 14.21
 Mashpee \$ 19.70
 Plymouth \$ 21.35
 Sandwich \$ 22.95
 Wareham \$ 17.30

Mary O'Keeffe

Senior Manager of Government & Regulatory Affairs

Greater Boston Region - NorthEast Division

Comcast

Suite E21, 681 Falmouth Road ❖❖ Mashpee, MA 02649

phone: 508.477.7738 ❖ fax: 508.477.7775

Mary_OKeeffe@cable.comcast.com

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on CNN Headline News for important information about your community!

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 TOWN CLERK'S OFFICE
 BOURNE, MASS

From: "Robert Schofield" <reschofield@comcast.net>
Date: Friday, June 17, 2011 7:54 AM
To: "Diane Flynn" <skiane@verizon.net>; "Patrick Sweeney" <sweeneyps@yahoo.com>; "Thomas O'Reilly" <toreill@aol.com>; "William Locke" <billlockeb@aol.com>
Subject: Fw: Bourne Comcast Info

From: O'Keeffe, Mary
Sent: Thursday, June 16, 2011 3:55 PM
To: RESchofield@comcast.net
Subject: Bourne Comcast Info

2012 FEB 3 PM 3 13
TOWN CLERK'S OFFICE
BOURNE, MASS

Bob,

Here's the much belated info we talked about at our last meeting.

Office Lease: expires 9/30/12

Senior Discount participants: 861

Sagamore Fire Dept.: Request has been made to place the courtesy Basic codes on the account.

Marion, Mattapoisett, Rochester, Wareham Information:

FRC Based on Capital and I-Net Maintenance					
	Subscribers	Dec. '10	% GAR	FRC	Capital Technology Grant
Marion	1,478	4.5%	\$ 1.54	\$125,000	
Mattapoisett	1,879	4.5%	\$ 1.12	\$125,000	
Rochester	1,149	4.5%	\$ 1.00	\$76,600	
Wareham	7,128	4.5%	\$ 1.16	\$297,000	\$225,000

The actual FRCs in these towns are higher but are offset by charges to Verizon to pay for shared PEG Access costs.

Existing costs under current License:

Comcast will not identify any current "embedded" costs in the Basic Rate. The Town of Bourne's Basic Rate is unregulated by the Town or the Dept. of Cable and Telecommunications.

Costs under new License:

Comcast will pass all Franchise Fees and Franchise Related Costs of the new License on to Subscribers.

Mary O'Keeffe

Senior Manager of Government & Regulatory Affairs

Greater Boston Region - NorthEast Division

Comcast

Suite E21, 681 Falmouth Road ❖❖ Mashpee, MA 02649

phone: 508.477.7738 ❖ fax: 508.477.7775

Mary.OKeeffe@cable.comcast.com

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TOWN CLERK'S OFFICE
BOURNE, MASS

2011 JUL 28 AM 9 42

Cable Television Advisory Committee

TOWN CLERK'S OFFICE

BOURNE, MASS.

Meeting Notice

Date

Tuesday
August 2, 2011

Time


8:30 A.M.

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Lower Conference Room

AGENDA

1. Discussion regarding renewal of the Cable Television contract
2. Discussion of future agenda items
3. Adjourn


Robert Schofield
Chairman

2011 JUL 28 AM 9 42

Cable Television Advisory Committee

TOWN CLERK'S OFFICE
BOURNE, MASS 01901

Meeting Notice

Date

Tuesday
August 2, 2011

Time


8:30 A.M.

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Lower Conference Room

AGENDA

1. Discussion regarding renewal of the Cable Television contract
2. Discussion of future agenda items
3. Adjourn


Robert Schofield
Chairman

5:30 PM 4/11

Cable Television Advisory Committee

Meeting Notice

Date
Tuesday
August 2, 2011

Time
8:30 A.M.

Location
Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Lower Conference Room

AGENDA

1. Discussion regarding renewal of the Cable Television contract
2. Discussion of future agenda items
3. Adjourn *2 hours.*

2012 FEB 3 PM 3 13
TOWN CLERK'S OFFICE
BOURNE, MASS

*Drane appeared Bill Luke, Kay, myself.
Not Foreney appeared.*

Robert Schofield
Chairman

*Spent 20 minutes before meeting
started with questions from Selectmen
Ford, Balderson & Pickard. They did
not attend meeting negotiations.*

From: "Robert Schofield" <reschofield@comcast.net>
Date: Wednesday, August 24, 2011 1:10 PM
To: <peter@epsteinandaugust.com>
Subject: Fw: Bourne Comcast Renewal
Peter, we need to talk. Call me when you have a minute 508-563-2012

Bob

From: O'Keeffe, Mary
Sent: Tuesday, August 23, 2011 8:46 PM
To: mailto:RESchofield@comcast.net
Subject: Bourne Comcast Renewal

2012 FEB 3 PM 3 13
TOWN CLERK'S OFFICE
BOURNE, MASS

Bob,

As discussed last week, Comcast will agree to either one of the following:

- Six month from the Effective Date of the new license, the transition of the Access studio; and ending the office obligation by 12/31/11.
- Access studio transition by 12/31/11; and ending the office obligation by 9/30/12.

Please feel free to call me at your convenience.

Mary

Mary O'Keeffe
Senior Manager of Government & Regulatory Affairs
phone: 508.477.7738
Greater Boston Region - NorthEast Division
Bridging the Digital Divide <http://www.internetessentials.com/>

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From: O'Keeffe, Mary
Sent: Monday, July 25, 2011 5:16 PM
To: Bob Schofield (RESchofield@comcast.net)
Subject: Bourne Comcast Renewal

Hi Bob,

As discussed last week, here is what I proposed, with a little more detail:

- 3% of Gross Annual Revenues, starting on Studio Transition Date (January 2, 2012), full definition
- \$200,000 in capital, paid annually at \$20,000 a year – first payment 45 days after Effective Date, subsequent payments on Anniversary Date.
- Studio Transition by December 31, 2011
- Office obligation ends by December 31, 2011 (stated in the license)
- Advance on first year's Franchise Fee of \$75,000, payable 45 days after Effective Date and deducted from the 2012 quarterly Franchise Fee checks (\$18,750 per quarter)
- Side letter stating capital (\$200,000) will not be passed through for other considerations (which are the studio closing and the office obligation ending)

This offer is only good through September 1 as we want to move forward with completing this renewal.

Thank you!
Mary

Mary O'Keeffe

Senior Manager of Government & Regulatory Affairs

Greater Boston Region - NorthEast Division

Comcast

Suite E21, 681 Falmouth Road ❖❖ Mashpee, MA 02649

phone: 508.477.7738 ❖ fax: 508.477.7775

Mary_OKeeffe@cable.comcast.com

Tune in and Watch Comcast Newsmakers, a Comcast Public Service, at .25 and .55 after the hour on CNN Headline News for important information about your community!

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2012 FEB 3 PM 3 13
TOWN CLERK'S OFFICE
BOURNE, MASS

2/2/2012

From: "Robert Schofield" <reschofield@comcast.net>
Date: Wednesday, October 12, 2011 6:15 PM
To: "Peter Epstein" <epsteinpj@yahoo.com>
Subject: Re: Comcast

Peter, can you send me a revised summary as below for our meeting tomorrow, but changing the dates to June for the studio that Bob Carr agreed to.

Bob

From: Peter Epstein
Sent: Wednesday, October 05, 2011 10:54 AM
To: Robert Schofield
Subject: Comcast

Good Morning Bob:

I'm following-up on the phone message that I left you a few minutes ago. I spoke to Bob Carr this morning about the studio personnel matter. Here is what we have tentatively agreed to, contingent upon your agreement:

Generally, Comcast will maintain the same level of personnel support required by Section 4.4 of the 2001 Renewal License, as follows:

- (1) Comcast will continue to employ a full-time staff person in its Bourne studio through mid December 2011; let's say December 15, 2011;
- (2) From December 15, 2011 through September 30, 2012, Comcast will provide a 20 hours per week part-time person for the studio; and
- (3) From December 15, 2011 through September 30, 2012, Comcast will fund the other 20 hours per week, so that the Town is "made whole". Comcast would ostensibly provide that funding to the Town and/or an Access Corporation.

This appears to meet the Committee's position that Comcast should continue to provide full-time staff support through 9-30-12. Does this proposal work for you? Please let me know and I will get back to Bob. I told him that if we have a tentative agreement that I would then go ahead and modify the recently-signed Mashpee Renewal License for Bourne.

Thanks.

Peter J. Epstein
 Epstein & August, LLP
 101 Arch Street
 Suite 900
 Boston, Massachusetts 02110-1112
 (617) 951-9909

2012 FEB 3 PM 3 13
 TOWN CLERK'S OFFICE
 BOURNE, MASS

2011 OCT 7 PM 4 03 Cable Television Advisory Committee

TOWN CLERK'S OFFICE
BOURNE, MASS Meeting Notice

Date

Wednesday
October 12, 2011

Time

5:15 p.m.

Location

Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Lower Conference Room

AGENDA

1. Discussion regarding renewal of the Cable Television contract
2. Discussion of future agenda items.
3. Adjourn


Robert Schofield
Chairman

A A A



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Oct 2011

Cable Advisory Committee

10/12/2011

Town Hall, Lower Conference Room

Event Title: Cable Advisory Committee
Where: Town Hall, Lower Conference Room
Wednesday, October 12, 2011
Time: 6:15 PM EST

1. Discussion regarding renewal of the Cable Television Contract
2. Discussion of future agenda items
3. Adjourn

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5 Minutes

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2012 FEB 3 PM 3 13
TOWN CLERK'S OFFICE
BOURNE MASS

Cable Television Advisory Committee

Meeting Notice

Date
Wednesday
October 12, 2011

Time
5:15 p.m.

Location
Bourne Town Hal
24 Perry Avenue
Buzzards Bay
Lower Conference Room

AGENDA

1. Discussion regarding renewal of the Cable Television contract
2. Discussion of future agenda items.
3. Adjourn

2011 OCT 11 PM 3 11
TOWN CLERK'S OFFICE
BOURNE, MASS

Cancelled

Robert Schofield
Chairman

2011 OCT 7 PM 4 03 Cable Television Advisory Committee

TOWN CLERK'S OFFICE
BOURNE, MASS. Meeting Notice

Date

Wednesday
October 12, 2011

Time

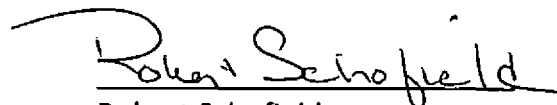
5:15 p.m.

Location

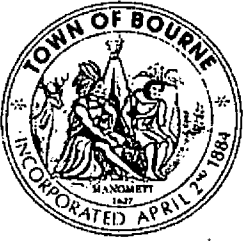
Bourne Town Hall
24 Perry Avenue
Buzzards Bay
Lower Conference Room

AGENDA

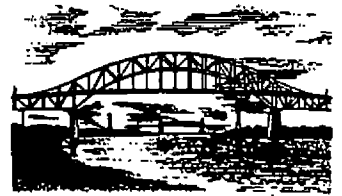
1. Discussion regarding renewal of the Cable Television contract
2. Discussion of future agenda items.
3. Adjourn



Robert Schofield
Chairman



**CABLE TELEVISION
ADVISORY COMMITTEE
MEETING NOTICE
AMENDED**



Date: Thursday - October 13, 2011
Time: 5:15 P.M.

Location: Upstairs Conference Room
Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

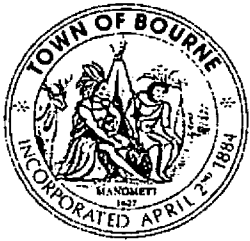
AGENDA

1. Discussion regarding renewal of the Cable Television Contract
2. Discussion of future agenda items
3. Adjourn

2011 OCT 11 PM 3 11
TOWN CLERK'S OFFICE
BOURNE, MASS

Robert Schofield
Date: October 11, 2011

cc: Town Clerk
Selectmen
Committee: Donovan, Flynn, Locke, O'Reilly, Schoefield



**CABLE TELEVISION
ADVISORY COMMITTEE
MEETING NOTICE
AMENDED**



Date: Thursday - October 13, 2011
Time: 5:15 P.M.

Location: Upstairs Conference Room
Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

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2011 OCT 11 PM 3 11
TOWN CLERK'S OFFICE
BOURNE, MASS

Robert Schofield
Date: October 11, 2011

cc: Town Clerk
Selectmen
Committee: Donovan, Flynn, Locke, O'Reilly, Schofield

Town of Bourne
Cable Advisory Committee
Minutes – Thursday, October 13, 2011 Meeting

2011 OCT 31 PM 12 04

Present: Kay Donovan, Diane Flynn, Bill Locke and Bob Scholfield

TOWN CLERK'S OFFICE
BOURNE, MASS

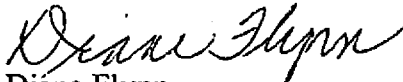
Called to order at 5:30 by B. Scholfield

Discussion took place on final draft of Comcast contract with 3% funding agreed upon, media studio operations funded through 15 June 2012, the "store in Bourne" funded for one year and \$20,000 for equipment upgrades & new equipment included. The use of boilerplate Mashpee contract to be used for draft.

Voted to present this draft to Selectmen on October 25th at Executive Session 5:45 PM, Bourne Community Building.

Bill Locke-yes
Diane Flynn-yes
Kay Donovan-yes
Bob Scholfield-yes

Respectfully Submitted,


Diane Flynn

Town of Bourne
Cable Advisory Committee
Minutes – Thursday, October 13, 2011 Meeting

2011 OCT 31 PM 12 04

Present: Kay Donovan, Diane Flynn, Bill Locke and Bob Scholfield

TOWN CLERK'S OFFICE
BOURNE, MASS

Called to order at 5:30 by B. Scholfield

Discussion took place on final draft of Comcast contract with 3% funding agreed upon, media studio operations funded through 15 June 2012, the "store in Bourne" funded for one year and \$20,000 for equipment upgrades & new equipment included. The use of boilerplate Mashpee contract to be used for draft.

Voted to present this draft to Selectmen on October 25th at Executive Session 5:45 PM, Bourne Community Building.

Bill Locke-yes
Diane Flynn-yes
Kay Donovan-yes
Bob Scholfield-yes

Respectfully Submitted,


Diane Flynn

From: "Robert Schofield" <reschofield@comcast.net>
Date: Thursday, October 13, 2011 1:04 PM
To: "Diane Flynn" <skiane@verizon.net>; "Patrick Sweeney" <sweeneyps@yahoo.com>; "Thomas O'Reilly" <toreil1@aol.com>; "William Locke" <billlockeb@aol.com>
Subject: Fw: Proposed Settlement regarding Office and Studio

2012 FEB 3 PM 3 13
TOWN CLERK'S OFFICE
BOURNE, MASS

From: Peter Epstein
Sent: Thursday, October 13, 2011 12:31 PM
To: Robert Schofield
Cc: Peter Epstein
Subject: Proposed Settlement regarding Office and Studio

Good Afternoon Bob:

I spoke to Bob Carr the other day about the studio personnel matter. Here is what we have tentatively agreed to, contingent upon your agreement:

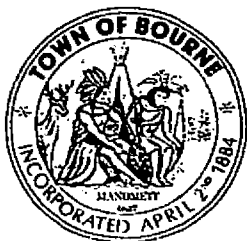
Generally, Comcast will maintain the same level of personnel support required by Section 4.4 of the 2001 Renewal License, as follows:

- (1) Comcast will continue to employ a full-time staff person in its Bourne studio through mid December 2011; let's say December 15, 2011;
- (2) From December 15, 2011 through June 15, 2012, Comcast will provide a 20 hours per week part-time person for the studio; and
- (3) From December 15, 2011 through June 15, 2012, Comcast will fund the other 20 hours per week, so that the Town is "made whole". Comcast would ostensibly provide that funding to the Town and/or an Access Corporation.

Does this proposal work for you? Please let me know and I will get back to Bob. I told him that if we have a tentative agreement that I would then go ahead and modify the recently-signed Mashpee Renewal License for Bourne.

Thanks.

Peter J. Epstein
Epstein & August, LLP
101 Arch Street
Suite 900
Boston, Massachusetts 02110-1112
(617) 951-9909



CABLE TELEVISION
ADVISORY COMMITTEE
MEETING NOTICE
AMENDED



Date: Thursday - October 13, 2011
Time: 5:15 P.M.

Location: Upstairs Conference Room
Town Hall
24 Perry Avenue
Buzzards Bay, MA 02532

*30 minute meeting
Bob, Diane, Bill & Kay*

2012 FEB 3 PM 3 13
TOWN CLERK'S OFFICE
BOURNE, MASS.

AGENDA

1. Discussion regarding renewal of the Cable Television Contract
2. Discussion of future agenda items
3. Adjourn

*Took vote on final option
in contract and all members voted
yes to present to selectman*

11, 2011

Date: October

cc: Town Clerk
Selectmen
Committee: Donovan, Flynn, Locke, O'Reilly, Schoefield

From: "Robert Schofield" <reschofield@comcast.net>
Date: Friday, October 14, 2011 4:32 PM
To: "Diane Flynn" <skiane@verizon.net>; "Patrick Sweeney" <sweeneyps@yahoo.com>; "Thomas O'Reilly" <toreil1@aol.com>; "William Locke" <billlockeb@aol.com>; "Tom Guerino" <TGuerino@townofbourne.com>
Attach: Bourne Renewal License by PJE Redline 10-11-11.doc
Subject: Fw: Bourne Renewal License

This will give you all some good reading. Tom, would you be kind enough to pass this on to the selectman for our meeting with them on Oct 25th

Bob

From: Peter Epstein
Sent: Thursday, October 13, 2011 4:16 PM
To: Robert Schofield
Subject: Bourne Renewal License

Bob:

I have redlined the recently-signed Mashpee Renewal License for Bourne; it is attached hereto.

As we briefly discussed earlier today, there are still a number of outstanding issues including:

- (1) The status of funding from Otis subscribers for Bourne PEG Access programming. This should be referenced in the Renewal License but there would also likely have to be a three-party agreement between the Bourne Selectmen, Otis and Comcast re same.
- (2) Confirmation that Comcast has no franchise-related-cost overcollections.
- (3) Section 6.1(d) regarding the amount of funding to be paid to the Town or Access Corporation covering the "other" 20 hours of studio personnel.
- (4) Section 6.1(e) regarding Comcast's annual studio budget.
- (5) Section 6.1: Confirmation that the balance between the studio budget and the 3% of Gross Annual Revenues through 6-15-12 will be paid to the Town or Access Corporation.
- (6) Section 6.5: Confirmation that the annual \$20,000.00 capital payments will not include interest and will not be passed-through to subscribers per Mary O'Keeffe 8-2-11.
- (7) Exhibit 3: Add Bourne Public Buildings.
- (8) Exhibit 6: I have inserted the remote "origination locations" that were listed in the December 2010 RFP.
Comcast did not agree to this list.

Please review and let me know if you have any questions. Once you have approved this draft, I will forward to Bob Carr and Mary O'Keeffe for their review and comment.

Many thanks.

2012 FEB 3 PM 3 13
 TOWN CLERK'S OFFICE
 BOURNE, MASS

Peter J. Epstein
Epstein & August, LLP
101 Arch Street
Suite 900
Boston, Massachusetts 02110-1112
(617) 951-9909

From: "Robert Schofield" <reschofield@comcast.net>
Date: Tuesday, October 25, 2011 11:11 AM
To: "Skip Barlow & Diane Flynn" <skiane@verizon.net>
Subject: Re: Selectman's Meeting 10/25/2011
Yes

From: Skip Barlow & Diane Flynn
Sent: Tuesday, October 25, 2011 6:04 AM
To: 'Robert Schofield'
Subject: RE: Selectman's Meeting 10/25/2011

At the Community Building?

2012 FEB 3 PM 3 13
TOWN CLERK'S OFFICE
BOURNE, MASS

From: Robert Schofield [mailto:reschofield@comcast.net]
Sent: Monday, October 24, 2011 9:35 PM
To: Diane Flynn; Patrick Sweeney; Thomas O'Reilly; William Locke
Subject: Selectman's Meeting 10/25/2011

Just a reminder I will be meeting with selectmen at 5:45PM tomorrow in Exc. session to go over contract with Comcast and your all welcome to join me

Bob

Suite E21, 681 Falmouth Road • Mashpee, MA 02649
 phone: 508.477.7738 ☎ fax: 508.477.7775

Mary.0Keeffe@cable.comcast.com

Tune in and Watch Comcast Newsmakers, a Comcast Public Service, at .25 and .55 after the hour on CNN Headline News for important information about your community!

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From: Peter Epstein [epsteinpj@yahoo.com]
 Sent: Tuesday, December 20, 2011 12:59
 To: O'Keeffe, Mary; Carr, Bob
 Cc: Robert Schofield
 Subject: Bourne Renewal License

Mary:

I am following-up on my voice message to you this morning regarding the Bourne Renewal License. I did review the further revised draft that you sent me this past Friday afternoon. Several comments:

- (1) I suggested to you that we use the 250' distance parameter in Section 4.1 and \$25,000.00 for the performasncve bond in Section 9.2. These are the same numbers contained in the 2001 Renewal License. It is a fair compromise. By the way, I have a number of Renewal Licenses that contain the 250' parameter.
- (2) Bob called me back and said that the Selectmen are meeting on January 3, 2012 and January 17, 2012. I have used 1-3-12 as the Effective Date.
- (3) I need the programming line-up for Exhibit 2 and the current studio equipment for Exhibit 5; can you send both asap.
- (4) My notes from our April 20, 2011 meeting indicate that you were going to send a side-letter to the Town regarding continuation of the senior discount in Bourne. Can you send that to Bob and me asap.
- (4) We still need to get an agreement from the military base regarding funding for Bourne PEG Access programming. I understand that you are following-up on this matter this week.

I have just cleaned-up and conformed the Renewal License. I'll wait to distribute it until we can talk and agree on these final open issues.

Thanks.

Peter J. Epstein
 Epstein & August, LLP
 101 Arch Street
 Suite 900
 Boston, Massachusetts 02110-1112
 (617) 951-9909

2012 FEB 3 PM 3 13
 TOWN CLERK'S OFFICE
 BOURNE, MASS

2/2/2012

To: Peter Epstein; Carr, Bob
Cc: Robert Schofield
Subject: RE: Bourne Renewal License

Attached please find the current channel line-up, studio inventory, Senior Discount letter (in Bourne Side Letters 2011) and the capital funding letter (updated last sentence, similar to that stated in similar letter to other towns.

Happy Hanukkah and Merry Christmas!

Mary

Mary O'Keeffe
Senior Manager of Government & Regulatory Affairs
phone: 508.477.7738
Greater Boston Region - NorthEast Division
Bridging the Digital Divide <http://www.internetessentials.com/>

Tune in and Watch Comcast Newsmakers, a Comcast Public Service, at .25 and .55 after the hour on CNN Headline News for important information about your community!

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From: O'Keeffe, Mary
Sent: Tuesday, December 20, 2011 1:47 PM
To: Peter Epstein; Carr, Bob
Cc: Robert Schofield
Subject: RE: Bourne Renewal License

Hi Peter,

Thanks for your message.

I'm fine with #1.

#3. I will get both to you this week.

#4. I will draft the Senior Discount letter and forward. 10% off Basic Service, 65+, Head of Household, receiving Medicaid or SSI.

#5. We are checking internally but we should be able to insert language into the license (or a side letter) stating that Otis residents may receive the Bourne PEG Access once there is an agreement between the Town of Bourne and Otis regarding Franchise Fees and Franchise Related Costs. We would drop the channels until such an agreement is in place. I've had no luck in getting someone from Otis to respond to me.

2012 FEB 3 PM 3 13
TOWN CLERK'S OFFICE
BOURNE, MASS

Mary O'Keeffe
Senior Manager of Government & Regulatory Affairs
Greater Boston Region - NorthEast Division
Comcast