

# **BOARD OF COMMISSIONERS MEETING**

## **MINUTES OF**

December 11, 2018

Buzzards Bay Water District 15 Wallace Ave. Buzzards Bay, MA 02532

## **MINUTES**

### **Present:**

Joseph Carrara, Chairman  
Wendy Chapman, Commissioner  
Robert, Ethier, Commissioner  
Jennifer Kelson, Treasurer  
Steven Souza, Superintendent  
Barry Woods, Admin. Support  
Peter Meier, Selectman/Resident  
Anne Dunn, Assessor, Town of Plymouth  
1 resident of Buzzards Bay

The meeting was called to order by Joseph Carrara, Chairman at 4:00 pm.

### **Approval of meeting minutes dated 11/13/18**

Robert Ethier made a MOTION to approve the minutes dated 11/13/18. Wendy Chapman seconded that motion, and all in favor. All three commissioners agreed, "aye."

### **Approval of November 2018 Commitment**

The commitment was signed and approved by all commissioners.

### **New Business: Discussion and Vote on 2019 Plymouth Tax Rate**

The Board accepted Anne Dunn, Assessor of Plymouth, recommendation to retain one unified tax rate for FY19. Robert Ethier made a MOTION to accept the recommendation to keep one unified tax rate. Wendy Chapman seconded that motion, and all in favor. All three commissioners agreed, "aye."

Anne Dunn stated that the tax rate for Buzzards Bay, although not final yet, should be around .52 which is significantly less than FY18. She also stated that the area of the Town of Plymouth that the District services is approximately 99% residential.

### **New Business: Discussion regarding T-Mobil cell site at 14 Wagner Way**

Tucker Jean and Wayne Scott of NB&C Networking, Building and Consulting were not present for the meeting.

### **Superintendents Report**

Presented by Steven Souza and accepted by the board.

Wendy Chapman asked Steven Souza how progress was going on the new well. Steve said that he has a meeting with the engineers soon, and hopefully, he will get answers then.

## **Treasurers Report**

Presented by Jennifer Kelson and accepted by the board.

It was discussed that both paving and police detail accounts are over budget. There was conversation regarding police details and costs. These costs cannot be avoided, and the costs will be covered but the District should consider increasing those line items for the FY20 budget.

Wendy asked who would be responsible for the paving costs of St. Margaret's Street due to the water main break. Steve responded that the district will be covering those costs.

## **Any business not reasonably anticipated within 48 hours**

There were questions from the Floor. One resident was questioning how much water the new hotel is going to require. He expressed concern that the District is not kept up-to-date on new construction and Town plans. The District needs to be included on the routing slips. The Board should consider attending a Selectman meeting and bringing up the request.

Joseph Carrara brought up the topic of PILOT Programs and how Boston is reevaluating parking spaces. He thought there may be an opportunity to generate tax revenue from Mass Maritime parking at Liberty Liquors.

## **Commissioners comments/select next meeting date**

Joseph Carrara brought up that he and Barry Woods are working together on a project to create a personnel handbook for the commissioners. He brought up one topic that will be included in the book: required attendance at meetings. Wendy Chapman stated that you cannot, by law, enforce commissioner attendance. Elected officials cannot be removed from office for not showing up to meetings. Bob Ethier mentioned that officials should live in the District full-time and attend meetings. All three commissioners supported the idea of a personnel handbook for commissioners and will review the draft document when it is complete.

Wendy suggested we invite Corinne from Town Planning to one of our upcoming meetings to discuss the development in the Town and how it affects the District.

Agenda items suggested for next meeting:

1. Review of the Tiered Water Rates
2. Draft Letter to Board of Selectman requesting that the BBWD be put on the routing slip for all new development in Buzzards Bay

The next Board meeting was scheduled for Tuesday, January 8, 2019 at 4:00 pm

## **ADJOURNMENT**

Wendy Chapman made a MOTION to adjourn the meeting 5:10 PM. Robert Ethier seconded that motion.

Prepared by: Jennifer Kelson, Treasurer  
Buzzards Bay Water District

