

BOURNE WATER DISTRICT COMMISSIONER'S MEETING, OCTOBER 22, 2025

The meeting was duly posted.

Commissioner Michael Lyons called the meeting to order at 8:30 am. Present: Commissioners Peter Way and Michael Lyons. Also present: Superintendent Robert (Bob) Prophett, and Treasurer/Clerk Kristen Noel. The meeting was held at the District office at 211 Barlow's Landing Road, Pocasset.

Michael Lyons made motion to accept 09/09/2025 meeting minutes. Peter Way seconded and all in favor.

NEW BUSINESS

SOLAR UPDATE

Bob updated the Board that Chris Vacario at Dalton & Finegold LLC advised him that he received an email from NextGrid's council asking if the Board would reconsider terminating the solar lease. Bob stated he looked back at previous minutes and didn't see a formal vote, so he advised the Board to do so now and not to reply to the email. Bob continued that if the Board did want to reconsider, since the lease was already terminated, it would have to go back to an RFP per procurement regulations. Mike stated the Board voted to send the termination letter and that should be the official termination but Chris Vacario was looking for something more specific in the minutes. Michael Lyons made a motion that the Bourne Water District officially terminate the solar lease with NextGrid by letter effective July 29, 2025 due to NextGrid making little to any progress in applying or obtaining permits for the Solar Energy Project. Peter Way seconded motion and all in favor.

VERIZON UPDATE

Superintendent Bob Prophett informed the Board that Attorney Randy Collette did hear back from the Department of Conservation and Recreation in relation to the land lease in South Sagamore and they are having a difficult time locating the lease from 1946. They will continue to search and update when appropriate. Bob continued it's a real estate issue at this point and his understanding is that Verizon is hesitant to build anything until they are confident Bourne Water District has full rights to build there. He has gone through records and he and Randy Collette did find an original RFP to build one of the towers, but nothing more granting the South Sagamore Water District lease rights from August 1946. The plan is recorded at the Registry of Deeds, just not the lease.

FOREMAN DISCUSSION

Bob informed the Board that Foreman Tom Bolton submitted his resignation. Bob posted the position on the website as well as Mass Water Works and Barnstable County Water Utilities

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Association. There has been little to no response yet related to the posting. Mike Lyons suggested that the foreman position could be more involved in the day to day operations in the future and attend monthly Commissioner meetings. If Bob was out for any reason, the foreman could keep the crew running efficiently knowing the basics of what needs to be done. Bob agreed with the suggestion but did add that he does meet with crew as well as foreman each morning meeting to go over rules & expectations. He did use to meet with only the foreman in his office each morning to lay out daily / weekly tasks and then the foreman would relay to crew. Mike's concern was not necessarily the day to day operations but a bit higher level. Bob stated he assigns the crew jobs for the day and if they have questions, they will call Bob as he is considered a working superintendent per his job description. Peter Way stated it would make sense for the foreman to be the one making sure the crew is doing what they are supposed to and to be the point of contact for questions. If the foreman was assigned to a specific daily task, they wouldn't necessarily have knowledge of the other jobs going on. Bob stated he was open to revising the foreman's job description to become more hands on. He continued that he focused on the licensing in the current job posting but both Peter and Mike were concerned we may lose a good candidate with managerial experience that hasn't worked in the water industry before. Bob stated he looked at surrounding salaries as well and the only two comparable communities were Orleans and Yarmouth and we weren't too far off. Kristen Noel stated she could revise the fringe benefit section to specifically list out retirement, health insurance contribution rates, and generous time off policies. Mike asked if a candidate was to apply that one of the commissioners be involved in the interview for an added perspective. Bob agreed. Peter asked that job descriptions be added to the November agenda for further discussion to insure postings match up to the descriptions once it has been decided what is actually required vs desired.

REIMBURSEMENT REQUEST – 170 WINGS NECK

Bob informed Board that there was a service line leak in the road and had to replace the curb stop at 170 Wings Neck and the line across the street. The curb stop was next to the homeowner's cedar tree and flower garden. The crew returned and loamed the area and seeded the grass. They also raked the mulch back into the bed. There were two plants they were unable to put back. The homeowner, David Sorrenti, provided his credit card statement with charges for plants and an invoice for a service call for his irrigation in the hopes of getting reimbursed for these expenses caused by the dig. Bob does not remember ever hitting the irrigation system. He stated it is normal practice to put it back together if they do. Bob went back to site and stated there is not \$270 worth of plants that have been replaced at that location. The District always attempts to do the minimum amount of damage to get homes back online with the water system as soon as possible. Mike Lyons made a motion to deny reimbursement as the District made every effort to fix the yard. Peter Way seconded and all in favor.

BENNETTS NECK – FIRE HYDRANT CLEARING

Bob informed the Board that a letter was sent to Michael Czyryca at 2 Bennets Neck Drive in response to overgrown trees / shrubs blocking access to fire hydrant. The District is asking that the homeowner trim back the branches around the hydrant. Bob stated he has not received a response back from the homeowner. He asked the Board if a second letter should be sent. Peter suggested that another letter be sent with a timeline stated to get the work done, before the District would need to step in. Mike stated that if you're coming from Bennett's Neck to Shore Road, you have no chance of seeing the hydrant. The hydrant needs to be visible from Bennett's and Shore Road. He

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stated this issue should have been reported during general maintenance. Bob stated the District is on a three year program. The branches were trimmed during the last inspection which is on the report. He continued that there is a six foot radius requirement and the crew during inspection felt like there was enough room between the bush and the hydrant. Peter made a motion to send a follow up letter certified mail with definitive timelines to get the work done. Mike seconded and all in favor.

TREASURER SALARY REVIEW

Bob stated that it was more than six months ago when the Board agreed after an additional 6 month period, to revisit increasing the Treasurer's salary. The Board previously voted to increase Kristen's salary by \$5,000 at her six month mark and to follow up at the one year mark with an additional \$5,000 increase to bring her salary in line to where a Treasurer of a District this size should be. Bob continued that the office is back up and running in good fashion and that Kristen is doing a fantastic job. Kristen stated she is very happy in her position and feels like the office is in a good place. She stated Bree has been an invaluable asset and she is slowly taking on additional Treasury responsibilities. Kristen has been focusing on continuing education and has enrolled in several accounting courses. Mike Lyons made the motion to increase the Treasurer's salary by \$5,000 and Peter Way seconded. All in favor.


MOTION was made to adjourn at 9:30 am. Motion seconded and all in favor.

Respectfully submitted,

Kristen Noel, Clerk

Approved by: Board of Water Commissioners

Brian S. Handy, Chairman



Peter R. Way, Commissioner



Michael Lyons, Commissioner