

**MINUTES
HARWICH WATER DEPARTMENT
BOARD OF WATER COMMISSIONERS
THURSDAY, MAY 30, 2019
7:00 A.M.**

WATER COMMISSIONER'S PRESENT: Chair Allin Thompson, Clerk Judith Underwood

OTHERS PRESENT: Superintendent Dan Pelletier, Comptroller Sandra Sieger, Billing Administrator Wellesley Marsh, Board Secretary Tracey Alves

CALL TO ORDER

Chair Thompson called the meeting to order at 7:22 a.m.

CONSENT AGENDA

A. Minutes:

1. May 17, 2019

The Minutes of May 17, 2019 will be added to the next Agenda for approval.

ABATEMENTS

A. 23 Depot Rd

The Board reviewed an abatement request submitted by the property owner of 23 Depot Rd. Clerk Underwood motioned to deny the request for abatement however the option for a payment plan will be given. Chair Thompson seconded the motion; 2-0-0.

B. 5 Ripple Way

The Board reviewed an abatement request submitted by the property owner of 5 Ripple Way. Chair Thompson motioned to deny the request for abatement. Clerk Underwood seconded the motion; 2-0-0.

NEW BUSINESS

A. Reorganize Board

This item will be added to the next meeting Agenda.

B. Authorize Chair to Sign

This item will be added to the next meeting Agenda.

C. Revised Cell Tower Lease

Superintendent Pelletier provided the Board with an update regarding the revised cell tower lease. KP Law reviewed the revised cell tower lease and many of the revisions that were made by Cell Co. will not benefit the Department.

Clerk Underwood moved to reject the revised cell tower lease agreement as presented and would like it pushed back to KP Law for renegotiation. Chair Thompson seconded the motion; 2-0-0.

This topic will be added to the next meeting Agenda.

D. Superintendent Evaluation & Feedback Documents

The evaluation process requires that the Superintendent's evaluation, the Commissioner's evaluations of the Superintendent and the employee feedback forms be completed and turned in by June 11, 2019 so they are ready for the next Board meeting on June 13, 2019.

E. Billing Update

An update on billing was provided by Billing Administrator Marsh which included that shut-off season is approaching.

F. Assistant Superintendent Clothing & Boot Allowance

This item will be added to the next meeting Agenda.

G. Capital Plan

This item will be added to the next meeting Agenda.

SUPERINTENDENT'S REPORT

The water main pipe on Route 28 at the Weatherdeck has been insulated.

Work is still being done on Lothrop Ave. Drilling is close to being done.

Well #4 is back up and running. It is currently being chlorinated and will be sampled and flushed before going on-line.

Superintendent Pelletier has a meeting on Wednesday, June 12, 2019 with Town Administrator Clark, DPW Director Hooper and Highway Maintenance Manager Nickerson regarding the patches on Lower County Road. They have requested \$127,000 from the Water Department to do additional paving on Lower County Rd. These funds are not in the Water Department budget.

COMMISSIONER'S REPORT

Chair Thompson recommended that the Water Department check hydrants at a few locations throughout Town to make sure they are at proper depth.

Zone regulations will not change as the result of sewerage.

NEXT MEETING

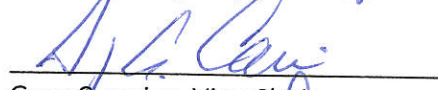
The next Board meeting will be held on Thursday, June 13, 2019 at 7:00 a.m.

ADJOURNMENT

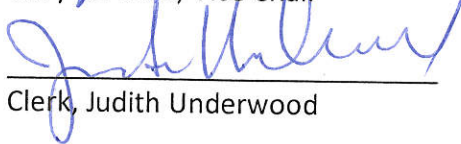
Clerk Underwood entertained a motion to adjourn at 9:12 a.m. Chair Thompson approved the motion; 2-0-0.




Allin P. Thompson, Chairman



Gary Carreiro, Vice Chair



Clerk, Judith Underwood



Dan Pelletier, Superintendent



Tracey Alves, Board Secretary