

**MINUTES  
HARWICH WATER DEPARTMENT  
BOARD OF WATER COMMISSIONERS  
TUESDAY, JULY 9, 2019  
8:00 A.M.**

**WATER COMMISSIONER'S PRESENT:** Chair Allin Thompson, Vice Chair Judith Underwood, Clerk Gary Carreiro

**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 8:10 a.m.

**CONSENT AGENDA**

A. Minutes:

1. June 25, 2019

Chair Thompson entertained a motion to approve the minutes of June 25, 2019. Clerk Carreiro moved to approve the motion with one amendment to be made. Vice Chair Underwood seconded; 3-0-0. The minutes will be signed at the next Board meeting.

**ABATEMENTS**

A. 10 Patricia Lane

Clerk Carreiro moved to approve the abatement request submitted by 10 Patricia Lane. Vice Chair Underwood seconded the motion; 3-0-0.

B. FY19 Q4 Internal Adjustments

Chair Thompson entertained a motion to approve the FY19 Q4 Internal Adjustments. Clerk Carreiro moved to approve the motion with a second by Vice Chair Underwood; 3-0-0.

C. FY19 Q4 Water Department Usage

Clerk Carreiro moved to approve the FY19 Q4 Water Department Usage. Vice Chair Underwood seconded the motion; 3-0-0.

## **OLD/UNFINISHED BUSINESS**

### **A. Assistant Superintendent Clothing & Boot Allowance**

Clerk Carreiro motioned to approve the Assistant Superintendent Clothing & Boot Allowance. Vice Chair Underwood seconded the motion; 3-0-0. (See attached document)

### **B. FY20 Goals**

FY20 goals include taking care of projects that were funded such as the Oak Street tank, upgrades, stand-by generator, National Grid project as well as revising and updating the flushing book to address low flow areas. Wastewater is also on the list.

### **C. Lower County Road Paving**

The Board of Selectmen will be holding a meeting on Monday, July 15, 2019 in which the Board of Water Commissioners will attend to participate in the discussion regarding Lower County Road.

## **NEW BUSINESS**

### **A. FY19 Q4 Budget**

This item was tabled and will be added to the next agenda.

### **B. FY19 Q4 Quarterly Billing & Consumption**

This item was tabled and will be added to the next agenda.

### **C. National Grid Project**

This National Grid project will start at the end of the month. Dig It Construction won the bid and will be performing the work.

### **D. Lothrop Ave Project**

The patches on Lothrop Ave have been paved and the water main is on. Everything looks good. The patches are temporary and will settle. Once this happens, we will go back to mill and overlay at the end of the summer.

## **SUPERINTENDENT'S REPORT**

Superintendent Pelletier relayed that Well #4 is still down. The mag meter is no good and a new one is currently on order. Once the new meter is installed the well will be put back on-line.

There is a pre-construction meeting for the phase #2 sewer project on Friday, July 12, 2019. The meeting will be held at the Town Hall at 10:00am.


#### **NEXT MEETING**

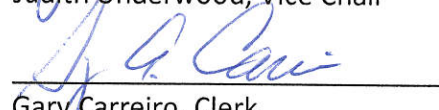
The next Board meeting will be held on Wednesday, August 14, 2019 at 8:00 a.m.


#### **ADJOURNMENT**

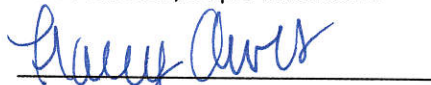
Chair Thompson entertained a motion to adjourn at 9:03 a.m. Clerk Carreiro moved the motion with a second by Vice Chair Underwood; 3-0-0.

  
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Allin P. Thompson, Chairman

  
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Judith Underwood, Vice Chair

  
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Gary Carreiro, Clerk

  
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Dan Pelletier, Superintendent

  
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Tracey Alves, Board Secretary



## Town of Harwich Water Department

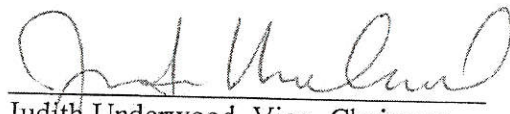
196 Chatham Road, Harwich, MA 02645 USA \* [www.harwichwater.com](http://www.harwichwater.com)  
P. 508-432-0304 \* F. 888-774-3357 \* [customerservice@harwichwater.com](mailto:customerservice@harwichwater.com)

### Assistant Superintendent Clothing Allowance

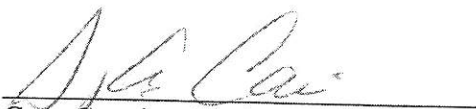
Understanding that the Assistant Superintendent's duties regularly include & require working in the field, the Board of Water Commissioners voted on July 9<sup>th</sup>, 2019 to grant the position a uniform & boot allowance. The uniform & boot allowance shall include \$550.00 for purchasing work related clothing and \$250.00 for purchasing footwear as required to safely perform the duties of the position. Should either the HEA or IMAW contract negotiations result in an increase to the values granted for clothing & boot allowance, the higher value shall be incorporated and adopted into the clothing & boot allowance for the Assistant Superintendent.

  
Allin Thompson, Chairman

Date: 7/9/2019

  
Judith Underwood, Vice- Chairman

Date: 7/9/2019

  
Gary Carreiro, Clerk

Date: 7/9/2019