

Harwich Water Department  
BOARD OF WATER COMMISSIONERS  
Monday, September 17, 2018, 2:00 p.m.

Present: Chair Allin Thompson, Vice Chair Gary Carreiro, Clerk Judith Underwood, Superintendent Dan Pelletier, Comptroller Sandra Sieger, Sr. Billing Administrator Wellesley Marsh, Board Secretary Tracey Alves

Chair Thompson called the meeting to order at 2:07 p.m.

Chair Thompson entertained a motion to approve the executive session minutes from the Board meeting of August 20, 2018. Vice Chair Carreiro moved to approve the motion with a second by Clerk Underwood, all in favor; 3-0-0.

The Board reviewed and discussed the updated Capital Plan.

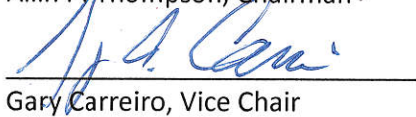
Vice Chair Carreiro motioned to approve the updated Capital Plan dated 9/14/18. Clerk Underwood seconded the motion, all in favor; 3-0-0.

The next Board meeting will be held on October 4, 2018 at 2:00 p.m.

Chair Thompson motioned to adjourn at 3:04 p.m. Vice Chair Carreiro seconded the motion, all in favor; 3-0-0.



Allin P. Thompson, Chairman



Gary Carreiro, Vice Chair



Dan Pelletier, Superintendent



Tracey Alves, Board Secretary

Clerk, Judith Underwood

Harwich Water Department  
BOARD OF WATER COMMISSIONERS  
Wednesday, October 10, 2018, 7:00 a.m.

Present: Chair Allin Thompson, Vice Chair Gary Carreiro, Clerk Judith Underwood, Superintendent Dan Pelletier, Comptroller Sandra Sieger, Sr. Billing Administrator Wellesley Marsh, Board Secretary Tracey Alves

Chair Thompson called the meeting to order at 7:10 p.m.

Chair Thompson entertained a motion to approve the regular session minutes from the Board meeting of August 20, 2018. Vice Chair Carreiro moved to approve the motion with a second by Chair Thompson, all in favor; 2-0-0.

Superintendent Pelletier updated the Board on the Wireless Communications lease.

The specifications for the National Grid project are being drafted. Once complete the project will be put out to bid.

The pay requisition for the work being done on Lower County Road by the Robert B. Our Company will be brought to the next meeting.

The Board discussed the topic of quarterly late fees and the current \$25.00 threshold. Vice Chair Carreiro motioned to do away with the \$25.00 threshold and make the new threshold amount \$0.00. Chair Thompson seconded the motion, all in favor; 2-0-0.

The Board was provided with a 2<sup>nd</sup> Quarter Read Update.

The next Board meeting will be held on Tuesday, October 23, 2018 at 4:00 p.m.

Chair Thompson motioned to adjourn at 8:00 a.m. Clerk Underwood seconded the motion, all in favor; 3-0-0.



Allin P. Thompson, Chairman



Gary Carreiro, Vice Chair



Dan Pelletier, Superintendent



Tracey Alves, Board Secretary

Clerk, Judith Underwood