

**MINUTES
HARWICH WATER DEPARTMENT
BOARD OF WATER COMMISSIONERS
FRIDAY, JANUARY 21, 2020
7:00 A.M.**

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

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

CALL TO ORDER

Chair Thompson called the meeting to order at 7:09 a.m.

CONSENT AGENDA

A. Minutes:

1. October 31, 2019- *Amended*
2. January 10, 2020

Clerk Carreiro motioned to approve the minutes from October 31, 2019. Vice Chair Underwood seconded the motion, all in favor; 3-0-0.

The minutes of January 10, 2020 will be added to the next agenda for approval.

OLD UNFINISHED BUSINESS

A. Rules & Regulations- *Review Sections 3 & 4*

The Board reviewed sections 3 & 4 of the Rules and Regulations and approved edits as necessary.

B. Town Report

The Board reviewed the 2019 Town Report. Chair Thompson motioned to approve the 2019 Town Report. Vice Chair Underwood seconded the motion, all in favor; 3-0-0.

NEW BUSINESS

A. Indirects- *Update*

The Board reviewed the Indirects report and advised that if the contractual agreement for the new Town Administrator comes in under \$175,000 that the charges be adjusted.

B. Solar Revenue History

The Water Department generates 43% of the energy that is worked into the Town's solar contract. The Board would like to review a hard copy of the contract, as well as a report of the revenue that the Town has been collecting over the past 5 years.

C. Water Rates- Discussion

The totals for FY20 Q2 billing came in less than projected. Superintendent Pelletier created a methodology which calculates how to meet budget projections moving forward. Water rates will need to be raised within FY20.

SUPERINTENDENT'S REPORT

Superintendent Pelletier met with the Real Estate and Open Space Committee regarding the Queen Anne Road parcel of land. Superintendent Pelletier relayed that the Town voted in favor of retaining the parcel for future Town use.

Superintendent Pelletier updated the Board on the other CVEC solar contract, in which the utility switch is just waiting to be turned on.

Superintendent Pelletier updated the Board on the Verizon cell tower contract. The contract is still in negotiations between Verizon's legal counsel and the Town's legal counsel.

COMMISSIONER'S REPORT

Water rates will need to raise within the next month before Town meeting. The new water rates will be advertised for 2 weeks and a Public Hearing will be held.

NEXT MEETING

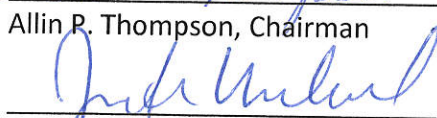
The next Board meeting will be held on Wednesday, February 5, 2020 at 8:00 a.m.

ADJOURNMENT

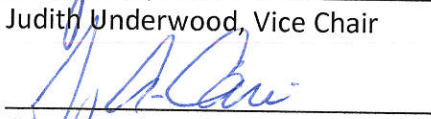
Chair Thompson entertained a motion to adjourn at 8:50 p.m. Clerk Carreiro moved the motion, all in favor; 3-0-0.



Allin P. Thompson, Chairman



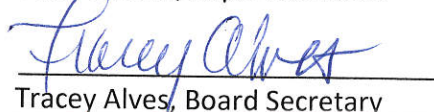
Judith Underwood, Vice Chair



Gary Carreiro, Clerk



Dan Pelletier, Superintendent



Tracey Alves, Board Secretary