

Harwich Water Department  
BOARD OF WATER COMMISSIONERS  
Meeting held on Tuesday, January 7th, 2014 at 8:15 a.m.

Present: Chairman Allin Thompson, Vice Chairman Danette Gonsalves, Clerk Donald Bates, Superintendent Craig Wiegand, Comptroller Sandra Cummings, Selectman Larry Ballantine, Secretary Tracey Alves

Chairman Thompson called the meeting to order at 8:20 a.m.

Chairman Thompson entertained a motion to accept the Minutes from December 17<sup>th</sup>, 2013.

Vice Chairman Gonsalves moved to approve the minutes with just a couple of changes to be made.

Chairman Thompson seconded. 3-0-0

A letter was sent from Town Counsel regarding Spruce Road where Verizon proposed building a cell tower. The letter stated that Spruce Road was Conservation Land and that nothing can be built on it unless Legislative changes are made with the State House. Superintendent Wiegand is not interested in pursuing making these types of changes, therefore, the question arose as to whether or not the Town has any other parcels of land available to build on? Selectman Ballantine said that this idea is worth exploring.

About three quarters of the foundation has been poured for Well 10 with the rest of the foundation scheduled to pour next week during the mild temperatures. The remainder of the project is going out at the end of this month and will then go out to bid. Soon after that the building will be able to go up. Well 10 is scheduled to be on-line by August but ideally it would be great to get that date pushed up to July.

Superintendent Wiegand will be meeting with Lincoln Hooper of the Highway Department to see how they are going to proceed with charging NSTAR and National Grid for services rendered, particularly mark-outs. The Charter states that the Highway Department is the only Department that can charge for this. Why the Charter was written like that is unknown. The Charter is actually in need of review as it is supposed to be done every five years and it is currently behind schedule.

We are waiting for a truck to come back from Municipal Headquarters at any point in time now.

We don't have anything on the Agenda for Articles this year on our budget. We are tentatively meeting with the Town Administrator next week on January 13th at 2:00 p.m. to review the budget. After that we will meet with Fincom, the Board of Selectmen and then Town Meeting.

There is a new Town Facility Manager and there hasn't been talk about how his wages will be paid. Under the circumstances, the Water Department will not need his services because the buildings are already up to par, they have been painted and have had all of the electrical redone. The Water Department does not want to have to contribute to cover his wages. Selectman Ballantine offered that because the Water Department is an Enterprise Fund that this shouldn't be a worry. It was then discussed how all of the Town buildings have different contractors and that in the future it makes sense to buy in bulk or to put the items out to bid in an effort to organize.

The Water Department while performing routine exercising of valves found that there was a valve box broken in front of 274 Lower County Road in which Water Department personnel fixed and repaired. A detailed letter was requested by the homeowner to describe exactly what scope of work the Department had been performing that day. It was decided that no letter would be written. This citizen had already received a lengthy verbal explanation of the scope of work that had been performed.

There is a local homeowner who is having a hard time remembering certain details when it comes to her account. She may need someone to help her manage her finances. The balance due on this account will be placed on lien.

There was a dump truck that backed into a hydrant. It has since been repaired and is back on-line. We got the information from the insurance company and everything is all set.

There was a snow storm that Water Department personnel were called out on to plow resulting in payroll being high this week. We did get proper notification for the storm which was very refreshing as previously sometimes we were not notified of a closing due to snow.

First meeting with the Town Administrator and it was nice to have Bob Lawton there as well. Contract negotiations are moving ahead.

Golf, Fire and Municipal Departments who use work-orders, etc. are coming in to check out Elements and sit down for an hour long computer demonstration.

The Water Department is hoping to be paperless soon.

If a consumer pays a bill on-line they are sent a receipt via e-mail that they could print out if they like.

The next Board meeting will be held on Tuesday, February 21st, 2014.

Chairman Thompson motioned to adjourn the meeting at 8:50 a.m.


Vice Chairman Gonsalves seconded. 3-0-0

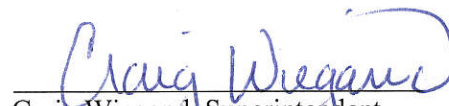
Respectfully Submitted,

  
Allin P. Thompson, Chairman

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Danette Gonsalves, Vice Chairman

  
Donald T. Bates, Clerk

  
Craig Wiegand, Superintendent

  
Tracey Alves, Secretary