

Harwich Water Department
BOARD OF WATER COMMISSIONERS
Meeting held on July 9, 2013 at 8:15 a.m.

Present: Chairman Allin Thompson, Vice Chairman Danette Gonsalves, Clerk Donald Bates, Superintendent Craig Wiegand, Office Assistant Anna Brigham. Also in attendance was Selectman Larry Ballantine. Attorney Leo Peloquin was present for Executive Session only. Billing Administrator Wellesley Marsh, Comptroller Sandra Cummings, and Kevin Grunwald, Council on Aging, were present for regular session only.

Chairman Allin Thompson called the meeting to order at 8:17 a.m.

Kevin Grunwald, Council on Aging, introduced himself and discussed the Caleb Chase submission for #80 Queen Anne Road. The Chase funds are to be used for utility bills for people in need of assistance. Board of Selectmen denied the application. Superintendent Craig Wiegand reviewed all the steps and options available to our customers in need. These options include payment plans and abatement applications. We lien a property as a last resort. The Water Department had never been involved with Chase funds so this was a first experience. Larry Ballantine discussed the Chase funds generally assist with heat and electricity. Chairman Thompson gave a historic review of Caleb Chase.

A Motion was made by Chairman Thompson to enter into Executive Session at 8:30 am for the purpose of collective bargaining strategy. Motion was seconded. All in favor.

A Motion was made by Chairman Thompson to adjourn Executive Session at 9:25 am. All in favor.

The minutes for the meeting held on June 25, 2013 were approved with a motion by Vice Chairman Gonsalves and seconded by Clerk Bates 3-0-0. Minutes were signed.

The submitted abatements were discussed. Billing Administrator Wellesley Marsh reviewed two of the three submissions. We cannot confirm these two properties were accessible. The technicians make every attempt to enter a property when given permission to do so. Vice Chairman Gonsalves made a motion to approve the Consent Agenda which denies the abatements. All in favor.

Old Business

The Board discussed the Bid awards. Superintendent Wiegand stated that there had been one bid for the Chemicals contract from Border & Remington. Vice Chairman Gonsalves made a motion to award the contract to Border & Remington. Clerk Bates seconded. All in favor. Several Backflow bids were submitted and now discussed. Superintendent Wiegand recommended Water Safety Services. Vice Chairman Gonsalves made a motion to award contract to Water Safety Services. Clerk Bates seconded. All in favor. Water works supplies bids were reviewed and discussed. Superintendent recommended Ferguson. Vice Chairman Gonsalves made a motion to award the water works supplies contract to Ferguson. All in favor. Bid extensions to Polaris, Dennen Group and Laviollette were renewed.

Superintendent Wiegand discussed the Inter municipal Agreement with Brewster. The office is still waiting for Brewster to sign the Agreement. Superintendent Wiegand will send it to Town Counsel first, then to the Commissioners for signature.

Superintendent Wiegand is still looking into price for fiber optics.

Comptroller Sandra Cummings discussed lien statistics. Out of the \$166,289, we've collected \$158,852. That's 95%. It's a time consuming process but we do end up getting money owed eventually.

New Business

Chairman Thompson discussed the proposed cell tower on the Water Department property. Chairman Thompson questioned the diesel generator. Superintendent will have it changed to propane because diesel fuels are not permitted. Health issues with the cell tower were also discussed by Chairman Thompson.

Selectman Larry Ballantine announced that Bonnie Therien was offered the position of Town Administrator but has not accepted it yet. Selectman Ballantine discussed the answers that Ms. Therien had given to certain questions during the interviewing process.

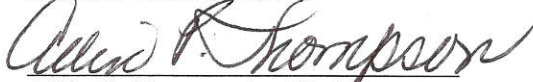
The next Board meeting will be held on Tuesday, July 23, 2013.

Vice Chairman Gonsalves moved to adjourn the meeting at 9:55 a.m. and seconded. 3-0-0.

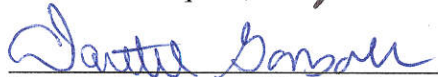
Respectfully submitted,



Donald T. Bates, Clerk



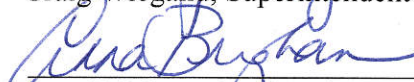
Allin P. Thompson, Chairman



Danette Gonsalves, Vice Chairman



Craig Wiegand, Superintendent



Anna Brigham, Staff Assistant