

Harwich Water Department
BOARD OF WATER COMMISSIONERS
Meeting held on Tuesday, November 19th, 2013 at 8:15 a.m.

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

Chairman Thompson called the meeting to order at 8:15 a.m.

Chairman Thompson entertained a motion to accept the Minutes from the meeting of November 6th, 2013.

Vice Chairman Gonsalves moved to approve the Minutes.

Clerk Bates seconded. 3-0-0

Verizon is putting together a proposal for the cell tower site on Spruce Road which has not yet arrived. When it does arrive it should look similar to the AT & T proposal. It was mentioned by Dave Ryan to Superintendent Wiegand that possibly some of the income received be used towards the retirement plan.

The meeting with the Board of Selectman is scheduled for December 16th, 2013.

The signing of the AP warrant #14009 has been removed from the agenda because it is not yet complete.

Vote to adopt a policy that when Town Hall closes the Water Department is included in the closure with the exception of emergency personnel. This will be included on the next agenda. The necessary information will be gathered so that everyone is on the same page.

In regards to the backflow testing fee and billing of the same, the company, Water Safety Services, Inc. who is contracted to service the backflow devices in Harwich has offered to do the billing for their testing at no extra cost. They will recreate our invoice, payments will still be received at the Town Hall and we will have records for everything. It has been decided that we will let them send out the bills for backflow testing.

The Notice to Proceed was signed for Waterline Industries to go forward in pouring the foundation for Well 10. The bid opening for the actual construction of the project will be going out around the end of December. The plant may possibly be on-line by the summer of 2014 but most likely in September or October.

The Lothrop tank bid will be going out around the same time as well. Hopefully, the tank will be back on-line by June 1st, 2014.

The Department of Environmental Protection held their training on Asset Management. Superintendent Wiegand commented on how the program Elements that we use allows us to track assets and we are currently setting up for a Demo to present to Fire, Police and Highway so they can see how it works. They would just have to have it tailored for each of

the separate departments. Elements has many capabilities including; GIS tracking, work orders, asset management and billing. Elements has been working out very well. It doesn't interact with S.K.A.D.A. as S.K.A.D.A. operates separately. Munis feeds into Elements but it doesn't go in reverse. If a change is made in Elements it will need to be updated in Munis. It would be nice if one day we could have everything in one application.

Dave Ryan mentioned to Superintendent Wiegand that someone made an accusation that he had traded in an old grill for a new grill? We are no longer going to do anything out of the ordinary. Dave Ryan is satisfied with everything. Superintendent Wiegand stated that if anything else is ever to be done again it will be personally funded.

Vice Chairman Gonsalves questioned if we test for dioxane? We test for hundreds of chemicals and compounds and yes, it is believed that we do test for dioxane.

The State is upset as the utility companies are cutting every tree and it is beginning to look like a logging operation. There is a magnitude of people on Cape against NSTAR spraying. The standards for burying electric make it four times what it should cost. It is priced so it is not conducive.

Both NSTAR and National Grid are not yet paying for mark-outs. This topic has fallen by the wayside. Superintendent Wiegand has spoken to the Highway Department about it and nobody wants to pursue it. We are trying to get part of our money back at least to cover wages. Highway spends a good deal of time road permitting and hasn't a care about charging National Grid. This is a good chance to make revenue.

Bank Street looks terrible. We borrowed millions for paving including bonds and now it is ruined and ready to sink. So much was taken out of the trench and not refilled properly.

There was a slight issue with the State in regards to Route 28 when we went in for a final inspection. It was clean where we worked but we received grief due to leaves in the gutters. The State had been shown pictures of an area a quarter of a mile away with leaves in the driveway.

In regards to Blue Pages, the Department could support some of that. Homework would need to be done and the pages would need to be changed. It could be handed out at the libraries or town meetings, etc. This idea will be looked into further.

The new Town Administrator signed the contract yesterday and will start on December 30th, 2013.

Selectman Ballantine spoke about how the town is working with a collaborative on wastewater and part of the requirement is an outreach effort. A survey is being done about how people get their information and will be beginning very soon in the town of Harwich.

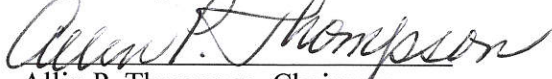
The next Board meeting will be held on Tuesday, December 3rd, 2013.

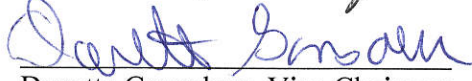
The meeting with the Board of Selectman is on December 16th, 2013 and the regular meeting is on December 17th, 2013.

Chairman Thompson motioned to adjourn the meeting at 9:05 a.m.

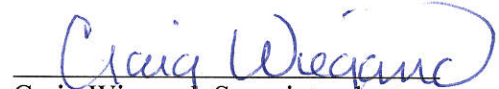
Vice Chairman Gonsalves seconded. 3-0-0

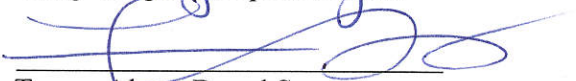
Respectfully submitted,


Allin P. Thompson, Chairman


Danette Gonsalves, Vice Chairman


Donald T. Bates, Clerk


Craig Wiegand, Superintendent


Tracey Alves, Board Secretary