

Harwich Water Department
BOARD OF WATER COMMISSIONERS
Meeting on April 1st, 2014

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

Chairman Thompson called the meeting to order at 8:15 a.m.
The minutes from the previous meeting held on March 4th, 2014 were approved with a motion by Vice Chairman Gonsalves and seconded by Clerk Bates; 3-0-0.

The Board voted to approve an abatement request for 42 Cross Street with a motion by Vice Chairman Gonsalves and a second by Chairman Thompson.

Comptroller Cummings apprised the Board with a billable consumption update. The consumption used for FY14 spring exceeded the estimated projection due to the fact that 239,725,000 gallons were pumped and the estimated projection was 187,094,490 gallons. The projection was less than expected this past fall when 398,744,000 gallons were pumped when the estimated projection was 438,689,000 gallons. Due to the spring consumption being higher it leveled out the projected revenue.

Senior Billing Administrator Marsh provided the Board with a billing update. Billing went well. Invoice Cloud has offered to hold another sweepstakes at their expense to encourage people to register their water accounts on-line. Also, the Water Department is looking at finding a new bill printer for the next billing period because some rate payers did not receive inserts in their bills.

The Board signed the Well 10 contract. It had been reviewed previously by town counsel and signed by Dave Ryan and the Town Administrator Chris Clark. The contract will be sent to the DEP by tomorrow April 2nd, 2014.

Superintendent Wiegand spoke to the Board of how there had been damage done to a personal vehicle on Town property. During plowing, water department personnel were ordered to move their vehicles to an area where they don't usually park. During that time, a meter key blew through the wind and damaged the front fender of an employee vehicle. The issue is that he is going to have a deductible. The employee's vehicle wouldn't have been parked in the space where it was damaged had he not followed orders. Chairman Thompson said to run the situation by Dave Ryan to see what he recommends. In the interim, a written policy should be created as to how this type of situation should be handled.

Cintas currently provides the Water Department with an OSHA approved first aid kit which is stocked with not only band-aids and bandages but various over-the-counter pharmaceuticals such as antacids, cough drops and aspirins. It is costly to maintain and Superintendent Wiegand would like for it to be removed and replaced with a smaller, basic first aid kit. The smaller first aid kit will provide just the basics, such as bandages, band-aids, etc. and not such an assortment of over-the-counter pharmaceuticals.

In continuing to weigh the options of rehabilitating the Lothrop water tank versus saving for a new tank there is much to take into consideration. Greg Eldridge of Haley & Ward presented to the Board the possibilities of building an underground concrete water tank. Mr. Eldridge gave an overview of the positives and negatives associated with building this type of water tank. This

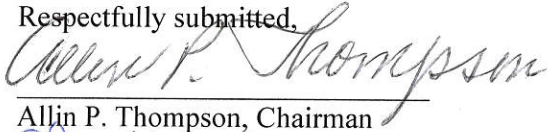
project wouldn't take place until next spring. No decisions have yet been made, however, no matter what the choice, the Lothrop tank may still require some minor repairs to be made as well.

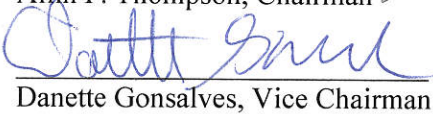
Polaris Consultant Jason Federico joined the meeting to give his presentation on connectivity and the pros and cons of ground level water storage tanks.

The Board will meet again on Tuesday, April 15th, 2014.

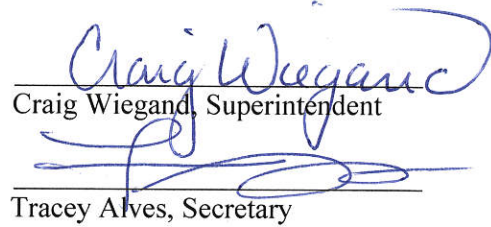
The meeting was adjourned at 9:30 a.m. with a motion by Chairman Thompson and a second by Vice Chairman Gonsalves; 3-0-0.

Respectfully submitted,


Allin P. Thompson, Chairman


Danette Gonsalves, Vice Chairman


Donald T. Bates, Clerk


Craig Wiegand, Superintendent


Tracey Alves, Secretary