

Harwich Water Department  
BOARD OF WATER COMMISSIONERS  
Meeting on December 2nd, 2014

Present: Chairman Allin Thompson, Vice Chair Danette Gonsalves, Clerk Donald Bates, Town Administrator Chris Clark, Secretary Tracey Alves, Comptroller Sandra Cummings, Sr. Billing Administrator Wellesley Marsh, Selectman Larry Ballantine, Distribution Foreman Steve Hicks, Pioneer Consultant Doug Gardner

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

The Board signed the meeting Minutes from November 5<sup>th</sup>, 2014.

Chairman Thompson entertained a motion to adopt the Minutes from November 18th, 2014. Vice Chair Gonsalves moved to approve the Minutes with a second from Clerk Bates; 3-0-0

The Board reviewed an abatement request that was submitted by the property owner of 64 Whidah Drive. The Board voted to deny the abatement request with a motion by Vice Chair Gonsalves and a second by Clerk Bates; 3-0-0

The owner David Turpin of 8 Mid Pine Drive joined the meeting to discuss an abatement request that was submitted after having received a retroactive water bill that reflected higher than average consumption used at the property. The Board put the abatement request on hold until further notice while usage at the property is monitored.

Vice Chair Gonsalves commented that it would be great to get the word out regarding the Service Tight Protection Plan especially to residents who have older water services.

The Board was presented with a water quality update.

Sr. Billing Administrator Marsh briefed the Board on delinquent water accounts that have Service Tight Protection Plan coverage. The question at hand was whether coverage on a delinquent water account with Service Tight is active or not? The Board felt that if an account is delinquent the Service Tight Protection Plan coverage should be cancelled. They proposed that a draft policy be created and reviewed at the next meeting.

The Water Department Rules and Regulations are also in need of review and clean up.

Expenditures for FY16 were reviewed by the Board.

There are 5 candidates that will be interviewed for the position of Director of Water and Wastewater and the interviews will be held on Thursday, December 4<sup>th</sup>, 2014.

The DEP received the letter that was sent to them which stated that the Water Department is currently operating without a Superintendent. Although without a Superintendent, both the Treatment and Distribution staff have all of the necessary licenses and credentials that are required to operate the Department in compliance during the interim.

The Board discussed the topic of continuing education and Water Department personnel who have an interest in obtaining additional licensure. Further discussion in regards to this will take place in the near future.

The Board reviewed the FY16 Budget which is due by the end of the week.

Fire Chief Norm Clarke will be dropping off the ISO ratings report to the Water Department in the near future.

There will be a dedication plaque mounted at the new Well 10 Treatment plant. The plaque will list the Water Commissioners names on it.

The Distribution Laborer position is still vacant and will be advertised in February or March.


Chairman Thompson motioned to adopt the FY16 Budget as presented to be amended. Vice Chair Gonsalves moved to approve with a second by Clerk Bates; 3-0-0


Vice Chair Gonsalves would like to discuss the proposed Charter changes regarding the abolishment of the Water Commissioners at the next meeting.


The Board will meet again on Tuesday, December 16th, 2014.

Chairman Thompson motioned to adjourn at 10:40 a.m. with a second from Vice Chair Gonsalves; 3-0-0

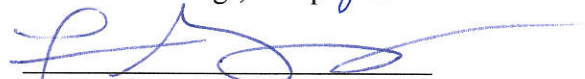
Respectfully submitted,

  
Allin P. Thompson, Chairman

  
Danette Gonsalves, Vice Chair

  
Donald T. Bates, Clerk

  
Sandra Cummings, Comptroller

  
Tracey Alves, Board Secretary