

Harwich Water Department  
BOARD OF WATER COMMISSIONERS  
Meeting on May 27th, 2014

Present: Chairman Allin Thompson, Vice Chairman Danette Gonsalves, Clerk Donald Bates, Superintendent Wiegand, Secretary Tracey Alves, Senior Billing Administrator Wellesley Marsh, Comptroller Sandra Cummings, Town Administrator Chris Clark

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

Chairman Thompson entertained a motion to adopt the Minutes from the meeting of May 13th, 2014. Vice Chairman Gonsalves moved to approve the Minutes with a second from Clerk Bates; 3-0-0

Sr. Billing Administrator Marsh briefed the Board on 2 Captain Barse Lane. The owners of this property have requested an abatement due to receiving a higher than average spring water bill. There is irrigation at this property and the owners are unaware of how much water is consumed when the irrigation system runs. After being briefed, the Board decided to put off the abatement request until further notice and has requested that the owners of 2 Captain Barse Lane have their irrigation company send in a letter within 1 month which states that the irrigation system has been inspected at 2 Captain Barse Lane and is free of any leaks. Upon receipt of this letter the abatement request will be revisited.

The Board reviewed an abatement request for 130 Bay Road. The Board granted a one-time late fee forgiveness for one of the late fees on account for reasons such as the account had had no prior late fees on record.

An abatement request was submitted by 74 Church Street due to the fact that their irrigation company had wrongly set their irrigation and too much water was consumed because of this. The Board voted to deny this request for abatement.

The Sound Side Court Condos revised abatement request was signed by the Board.

Beginning on the first of June and every other Thursday thereafter there will be a construction meeting held with Winston Builders regarding Well 10.

The Lothrop tank will be undergoing a few external repairs while plans for the construction of a new tank are being drawn up.

The AT&T cell tower plans have to go before the Cape Cod Commission and once this happens AT&T will begin paying for their lease.

Spring billing is complete and just over 12% registered on-line and of those 1300 over half of them are paperless.

Voluntary Water Restrictions have begun and will be in place through mid-October.

The Board reviewed an Inter-Municipal agreement between Brewster and Harwich that would allow for a property on Wayside Drive to connect to Brewster water.

Chairman Thompson entertained a motion to approve the Inter-Municipal agreement. Vice Chairman Gonsalves moved to approve with a second from Clerk Bates; 3-0-0

Water main flushing has ended for the spring. The results have been very good. Hydrants used to have to be flushed for 6 hours and now it takes 20 minutes. Once the Well 10 treatment plant is complete the results will be even better.

The contracts for the Water Union have still not yet been finalized because not everyone in the Union has been able to gather together at the same time to vote. Since the Union requires this, the members of the Union have now been given a deadline by Superintendent Wiegand to get this done.

The 30 year Capital Plan will be presented at the next Board meeting.

Town Administrator Clark would like to review the Capital Plan, in particular the line item of Building and Maintenance. Mr. Clark encouraged the importance of always looking 6 years out. Superintendent Wiegand responded by stating that costs associated with Building and Maintenance come directly out of Operational costs.

Chairman Thompson commented that once the Water Department had become an Enterprise Fund that the Department Heads really brought things into the modern age. He added that the water quality has also improved greatly since then.

Chairman Thompson spoke of a report that had been done regarding the implementation and management of a wastewater program within the town that he thought Mr. Clark may be interested in.

Town Administrator Clark stated that his goal for next year involves focusing on wastewater.

It was discussed as to how it would be nice if a better working relationship could develop with Fin-Com. The 30 year plan has everything on it. There may be times when a project needs to be addressed earlier than anticipated as well as times when bids come in higher than expected. It would just be nice if when meeting with Fin-Com the setting could be more positive instead of having to meet on the defense.

Mr. Clark asked if perhaps the Consultant for the Well 10 project could provide him with a letter which better explains how the SRF funding and forgiveness for the project works.

Superintendent Wiegand reviewed a list of items that need to be addressed over the next 5-6 years. The list included such items as radio change-outs, meter change-outs, etc.

Town Administrator Clark attended this Board meeting so that he could introduce himself. He is interested in keeping the lines of communication open.

Mr. Clark stated that Bob Lawton had started and finished the whole thing with the "employee appreciation" and he would like to address the findings in a couple of weeks at the next Board meeting.

Comptroller Cummings added that we have the option of going one more year with the current IT and Engineering companies that we do business with. Chairman Thompson thought that it was a good idea to stick with them since they are already so involved.

Chairman Thompson, Superintendent Wiegand and Comptroller Cummings along with Mary McIsaac all attended an SRF meeting at the DEP in Carver which provided general information in regards to SRF funding.

Comptroller Cummings mentioned that the Water Department would like to use the same billing company that the town uses but that our Sr. Billing Administrator has been encountering several issues with the company that is currently being used. The town does not have it within the budget to switch companies at this time. Superintendent Wiegand mentioned the possibility of loaning the town the money until they got it so that they could make the change too if they wanted.

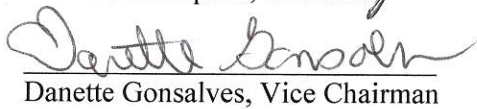
Lastly, Town Administrator Clark mentioned that the town has five different websites.

The Board will meet again on Tuesday, June 10th, 2014.

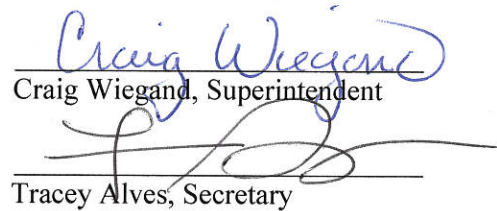
Chairman Thompson motioned to adjourn at 9:35 a.m. with a second from Vice Chairman Gonsalves; 3-0-0

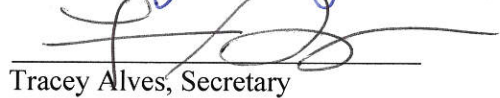
Respectfully submitted,

  
Allin P. Thompson, Chairman

  
Danette Gonsalves, Vice Chairman

  
Donald T. Bates, Clerk

  
Craig Wiegand, Superintendent

  
Tracey Alves, Secretary