

**MINUTES  
HARWICH WATER DEPARTMENT  
BOARD OF WATER/WASTEWATER COMMISSIONERS  
THURSDAY, MAY 5, 2022  
11:00 A.M.**

**WATER COMMISSIONER'S PRESENT:** Chair Gary Carreiro, Vice Chair Allin Thompson, Clerk Noreen Donahue, Commissioner Judith Underwood

**OTHERS PRESENT:** Superintendent Dan Pelletier, Comptroller Sandra Sieger, Billing Administrator Wellesley Marsh, Administrative Assistant Tracey Alves

**CALL TO ORDER**

Chair Carreiro called the meeting to order 11:00 a.m.

**CONSENT AGENDA**

**A. Minutes**

1. April 7, 2022

The Minutes of April 7, 2022 were not ready and will be added to the next agenda.

**ABATEMENTS**

**A. 4 Braddock Ln, 114 Parallel St, 109 Parallel St**

Vice Chair Thompson moved to approve the abatement requests for Braddock Ln, 114 Parallel St and 109 Parallel St in the amount of \$150.00. Clerk Donahue seconded the motion. All in favor; 5-0-0.

**B. 23 Kendrick Way**

Commissioner Underwood moved to deny the abatement request for 23 Kendrick Way. Vice Chair Thompson seconded the motion. All in favor; 5-0-0.

**C. 10 Rainbow Way**

Vice Chair Thompson moved to deny the abatement request for 10 Rainbow Way. Commissioner Underwood seconded the motion. All in favor; 5-0-0.

**D. Harwich Water Department- Vendor V55**

Vice Chair Thompson moved to approve the abatement for Vendor V55. Commissioner Underwood seconded the motion. All in favor; 5-0-0.

## **OLD/UNFINISHED BUSINESS**

### **A. Pleasant Lake Tank Project- Update**

Superintendent Pelletier provided the Board with an update on the construction going on at the Pleasant Lake Tank project. The altitude valve was overhauled last week and the project is almost complete. We are now able to have another 400,000 gallons of water up in the air which is a big accomplishment.

### **B. FY23 Water Rates**

The Board reviewed the updated budget table that was based on the five-year plan that was submitted to Capital Outlay.

### **C. 2021 Annual Statistical Report**

Superintendent Pelletier updated the Board that the 2021 Annual Statistical Report is complete.

## **NEW BUSINESS**

### **A. Town Meeting Follow-Up**

The Board reviewed topics that were discussed at Town Meeting.

### **B. State Revolving Fund (SRF) Update**

Superintendent Pelletier relayed that, as it stands today, wastewater projects will be eligible for 25 % principal forgiveness. The surveying will be starting soon for Phase 3 area. Pump station sighting is being worked through right now. The big picture schedule, this summer, August or September, we will be submitting to DEP the project evaluation form for Phase 3 which will get us on the intended use plan which gets published in January or February of next year with all the projects they intend on funding next year.

### **C. Buck Slip Insert: Payment Address Change Notice**

#### **IMPORTANT BILLING INFORMATION!!!**

PLEASE NOTE THE CHANGE IN THE REMIT ADDRESS FOR TAX AND WATER BILL PAYMENTS  
MADE WITH THE BILL REMIT STUB:

Town of Harwich  
Department 7530  
PO Box 4110, Woburn, MA 01888-4110

AS ALWAYS, IF YOU ARE USING YOUR ONLINE BANKING OR MAILING A PAYMENT WITHOUT  
THE REMIT STUB, SEND TO:

Town of Harwich Tax Office  
732 Main Street, Harwich, MA 02645

Water bill payments may still be made online: [www.harwichwater.com](http://www.harwichwater.com)  
or by phone: 844-953-0665

Clerk Donahue moved to approve the buck slip insert for the next bill pertaining to the new remittance address for payments. Commissioner Underwood seconded the motion. All in favor; 5-0-0.

#### **D. FY22 Q3 Budget Updates**

Comptroller Sieger provided the Board with an overview of the FY22 Q3 Budget.

#### **E. 2022 Public Water Supply Award**

The Massachusetts Department of Environmental Protection Drinking Water Program has extended its congratulations to the Harwich Water Department for its outstanding performance in 2021! The system has achieved one of the top scores in the Large and Medium System category of the 2022 Public Water System Awards Program.

#### **SUPERINTENDENT'S REPORT**

The Board discussed water restrictions and the topic will be added to the next meeting agenda.

The survey was done for the land taking. Superintendent Pelletier is looking for a little bit more information from the Cape Cod Commission and then a hearing will be set to do the taking.

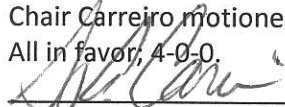
In regards to wastewater, effluent recharge site investigation needs to be done.

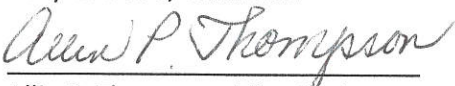
#### **NEXT MEETING**

The next Board meeting will be held on Wednesday, May 11, 2022 at 1:00 p.m. There is a staff meeting on May 12, 2022 at 12:30 p.m. and another Board meeting was set to be held on Thursday, May 26, 2022 at 11:00 a.m.

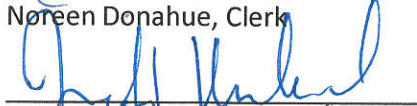
#### **ADJOURNMENT**

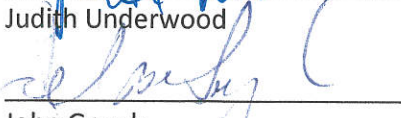
Chair Carreiro motioned to adjourn at 12:40 p.m. Vice Chair Thompson seconded the motion. All in favor; 4-0-0.

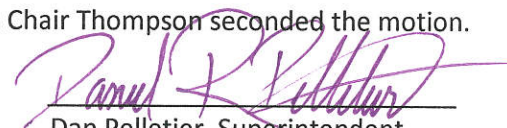
  
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Gary Carreiro, Chairman

  
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Allin P. Thompson, Vice Chair

  
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Noreen Donahue, Clerk

  
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Judith Underwood

  
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John Gough

  
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Dan Pelletier, Superintendent

  
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Tracey Alves, Board Secretary