

**MINUTES**  
**HARWICH WATER DEPARTMENT**  
**BOARD OF WATER/WASTEWATER COMMISSIONERS**  
**MEETING**  
Wednesday, May 17, 2023  
11:30 a.m.

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

**OTHERS PRESENT:** Superintendent Dan Pelletier, Administrative Assistant Tracey Alves, Selectman Michael MacAskill

**CALL TO ORDER**

Chair Carreiro called the meeting to order at 11:30 a.m.

**CONSENT AGENDA**

**A. Minutes**

**1. April 27, 2023**

Chair Carreiro entertained a motion to approve the minutes of April 27, 2023. Vice Chair Thompson moved to approve the minutes of April 27, 2023. Commissioner Underwood seconded the motion, all in favor; 4-0-0.

**ABATEMENTS**

**A. 15 Fairview Ave**

The Board reviewed the abatement for 15 Fairview Ave. Clerk Donahue motioned to deny the abatement request with a second by Vice Chair Thompson. All in favor; 4-0-0.

**B. 276 Chatham Rd**

Commissioner Underwood motioned to deny the abatement request but will allow for a payment plan. Vice Chair Thompson seconded the motion; 4-0-0.

**OLD BUSINESS**

**A. Well Update**

Superintendent Pelletier updated the Board on the status of the wells. The well driller plans to be here today to pull wells #1 and #2. Unload everything for well #4 and take a base plate from well #7. They are hoping to have everything back up and on-line for next week.

**B. Station 7 Generator**

This is the generator that we have been waiting on since last year. Delivery is scheduled for June 6th.

## **NEW BUSINESS**

### **A. Reorganize BOWWC**

Vice Chair Thompson nominated Gary for Chair. Clerk Donahue seconded the motion; 3-0-1. Chair Carreiro abstained from the vote.

Chair Carreiro nominated Noreen for Vice Chair. Vice Chair Thompson seconded; 4-0-0.

Commissioner Underwood nominated Allin for Clerk. Chair Carreiro seconded; 4-0-0.

### **B. The Old Bank Street Firehouse- 203 Bank St**

Norm Clarke, the former Fire Chief informed Superintendent Pelletier that the Fire Association purchased the Old Bank St fire house. They have requested to see if the Department will waive the installation charges for the domestic water service and the fire service lines.

In the past, for the Garden Club projects or for when we did the water bottle filling stations, the applicants did pay for materials and this Board waived labor and fees, application fees and system development fees.

For discussion sake, if we were to waive the labor, installation fee and tap fee the \$6156 estimate would go down to \$3626 and the \$4900 estimate is reduced to \$2416.24.

Vice Chair Thompson moved that the Water Department provide labor and that they pay for materials. Clerk Donahue seconded the motion. 4-0-0. Discussion took place.

Clerk Donahue was happy to hear the suggestion of getting recompensed for the materials and waiving labor. She usually doesn't like to approve these requests. To get it on the record, when the town is requested of certain waivers, they are getting money from taxes that are paid for by the whole community. Our money is paid by people for their water rates and for the production and cleanliness of their water specifically. She doesn't feel good about being magnanimous with their money because it is specifically for water rates. Given the background that we would just be giving out the labor she is in support. She wants to make the distinction that these monies that we waive are from the water rate payers.

Superintendent Pelletier commented that Allin had mentioned waiving the labor and that the figures he gave out included also waiving the application fee and the tap fee.

### **C. Capital Plan**

Superintendent Pelletier reviewed the Capital Plan with the Board.

A bigger discussion on vehicles will take place at a later date.

New Source Exploration just got approved. We should consider putting it in Capital Plan somewhere.

FY26 Pipe Discontinuity project number should be revisited. Do we want to do this project? Or consider waiting and prioritize the new well project over discontinuity, probably.

Chair Carreiro commented that any change to the Capital Plan requires a unanimous vote by the Board.

## **SUPERINTENDENT'S REPORT**

Selectman MacAskill thanked and congratulated the Commissioners and the Superintendent for the passage of the articles. Great news for the Town.

Chair Carreiro asked about when the Assistant Wastewater Superintendent position will be advertised. Superintendent Pelletier does not have a definitive time.

The Board would like to review the Sewer regulations again soon.

Dan's evaluation is coming up July 1<sup>st</sup>. June 8<sup>th</sup> the employee evaluation index is due.

There shouldn't be a need to increase water rates this year.

Superintendent Pelletier is working on an expense line item for grinder pumps for the people who need them for the next Wastewater budget.

A sample of the educational mail insert will be presented at the next meeting.

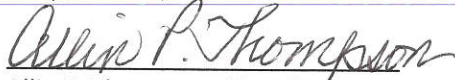
## **NEXT MEETING**

The next Board meeting will be held on Thursday, June 8, 2023 at 11:30 a.m.


## **ADJOURNMENT**

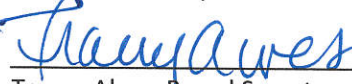
Chair Carreiro motioned to adjourn at 12:27 p.m. The motion was moved by Vice Chair Thompson and seconded by Commissioner Underwood. All in favor; 4-0-0.

  
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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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Dan Pelletier, Superintendent

  
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Tracey Alves, Board Secretary

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Judith Underwood

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John Gough