

**MINUTES
HARWICH WATER DEPARTMENT
BOARD OF WATER/WASTEWATER COMMISSIONERS
MEETING**

Thursday, September 21, 2023
Open Session 11:30 a.m.

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

OTHERS PRESENT: Superintendent Dan Pelletier, Administrative Assistant Tracey Alves

CALL TO ORDER

Chair Carreiro called the meeting to order at 11:36 a.m. Executive Session will begin at 11:45 a.m.

CONSENT AGENDA

A. Minutes

1. August 25, 2023

The minutes of August 25, 2023 will be added to the next agenda.

OLD BUSINESS

A. Capital Plan

Superintendent Pelletier revisited the Capital plan with the Board in preparation for the FY25 Budget cycle.

A separate Capital plan chart for Sewer will need to be created to differentiate from Water.

There are defensible increases for projects that come up. It would be irresponsible to level fund the budget. There are differences in the nature of the operations of certain departments.

B. Well Source Update

Superintendent Pelletier relayed that well 9 is back on-line again and well 1 is still down.

EXECUTIVE SESSION

At 11:45 a.m. Chair Carreiro entertained a motion to go into Executive Session pursuant to G.L. c. 30A, Sec. 21(a)(3) To discuss strategy with respect to collective bargaining or litigation if any open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

Vice Chair Donahue moved the motion with a second by Clerk Thompson. Roll call vote was taken with all present in favor; 3-0-0.

The Board left the room to have the Executive Session in the Superintendent's office and reconvened in the Conference Room after it ended. No dialogue or votes were taken.

The Executive session minutes from June 22, 2023 were approved.

NEW BUSINESS

A. Phase 3 Archeological Investigation- HWD Support

Superintendent discussed with the Board about a portion of land in advance of the Phase 3 contract getting and area of land cleared and ready for construction. With support of the archaeological staff, a Harwich Water Department crew member could excavate a small area 6" deep. Clerk Thompson moved to approve the investigation with a second by Vice Chair Donahue; 3-0-0.

B. FY25 Budget

The FY25 budget was discussed.

C. New Source Exploration Project Update

Superintendent Pelletier had a kick-off with GZA last week. They are looking to schedule a site visit for the second week of October with well driller as well as HWD staff in case there is any clearing that needs to be done. They are looking to drill the 8" test well by this fall and hoping to have it fully drilled by Thanksgiving.

From there we are going to have to do permitting and pump test and find a location to discharge the water from the pump test which is going to be millions and millions of gallons of water. Well 10 will need to be taken off-line when the pump test is performed.

COMMISSIONERS REPORT

The Electrician position has been filled. The new team member Paul Hinckley will be starting October 2, 2023.

The new Station 7 generator came in. An electrician was hired to wire it up. The utility company will come out as well to finish up the hook-up.

The Water Department has begun migrating over the Department's voiceover IP phone system to the town's Microsoft 365 system per Town Hall's request.

COMMISSIONERS REPORT

The town's flushing program will begin soon from East Harwich to South Harwich.

Vice Chair Donahue will forward Superintendent Pelletier an e-mail regarding flushing in the area of the Azalea Bridge.

NEXT MEETING

The Board will meet again on Monday, September 25, 2023 at 5:00 p.m. and then again on Thursday, October 5, 2023 at 11:30 a.m.

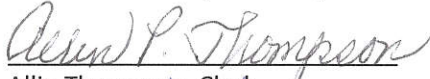
ADJOURN

Chair Carreiro entertained a motion to adjourn at 1:20 p.m. Clerk Thompson moved the motion with a second by Vice Chair Donahue, All in favor; 3-0-0.

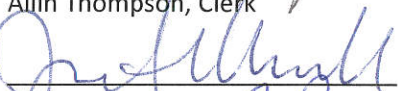
Gary Carreiro, Chairman



Noreen Donahue, Vice Chair




Allin Thompson, Clerk



Judith Underwood, Commissioner



John Gough, Commissioner



Dan Pelletier, Superintendent



Tracey Alves, Board Secretary