

MINUTES
HARWICH WATER DEPARTMENT
BOARD OF WATER/WASTEWATER COMMISSIONERS
Thursday, March 23, 2023
11:30 a.m.

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

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 at 11:30 a.m.

CONSENT AGENDA

A. Minutes

1. March 9, 2023

Clerk Carreiro entertained a motion to approve the consent agenda which contained the minutes of March 9, 2023. Vice Chair Thompson moved to approve the consent agenda with a second by Clerk Donahue; 5-0-0.

OLD/UNFINISHED BUSINESS

A. FY24 Assistant Wastewater Superintendent

Superintendent Pelletier discussed the draft job description as well as the memo that was put together for the Selectmen. The next hurdle will be Town Meeting. Superintendent Pelletier will include in the explanation for the Sewer operating budget that the figures in the warrant do include the addition of the new position.

B. FY24 Water & Wastewater Budgets

Superintendent Pelletier asked that the Board revote the Water Budget in the amount of \$4,552,834.

The changes that were made at the last meeting that changed the figure was the reduction in long term debt administrative fees in the addition of an additional \$6,000 debt item that was newly charged to us last year.

Clerk Donahue moved to reconsider a vote on the Water Enterprise Fund. Vice Chair Thompson seconded; 5-0-0.

Vice Chair Thompson moved to approve the Water Enterprise Fund budget in the amount of \$4,552,834. Commissioner Underwood seconded the motion; 5-0-0.

Superintendent Pelletier requested a similar action be taken related to the Wastewater Operating Budget for the revised total in the amount of \$1,993, 973.

Clerk Donahue moved to reconsider the vote from the last meeting on Wastewater Budget. Vice Chair Thompson seconded; 5-0-0.

Vice Chair Thompson motioned to approve the \$1,993,973 Wastewater Budget. Commissioner Underwood seconded; 5-0-0.

Superintendent Pelletier requested a reconsideration of the amount proposed at the last meeting to be transferred from the current operating budget with respect to the debt for phase 2 that was anticipated that did not hit. We voted last meeting to reappropriate \$857,446 which should be \$858,742 which balances \$1,993,973.

Clerk Donahue moved to reconsider the reappropriation vote from the last meeting which at last meeting was \$857k because it has been adjusted. Vice Chair Thompson seconded the motion 5-0-0.

Clerk Donahue moved to reappropriate \$858,742 from last years budgeted debt amount towards FY24 debt amount. Vice Chair Thompson seconded; 5-0-0. Clerk Donahue amended the vote and struck "debt amount." Clerk Donahue moved to reappropriate from the FY23 Sewer Operating budget in amount of \$858,742 towards the FY24 Wastewater Operating budget. Vice Chair Thompson seconded; 5-0-0.

C. 2023 Annual Town Meeting Articles

Superintendent Pelletier included the 2023 Annual Town Meeting Articles in case there were any questions.

D. Water Restrictions Bylaw & Special Legislation

The Board reviewed the revisions to the proposed bylaw changes.

NEW BUSINESS

A. ATM Article- *Discussion re: Regulating Private Wells*

Clerk Donahue motioned to reconsider the vote from the last meeting of adding private wells to the Department's jurisdiction. Vice Chair Thompson seconded; 5-0-0.

The Board discussed regulating private wells. Clerk Carreiro motioned to withdraw the regulating of private wells from this year's Town Meeting. Commissioner Gough seconded; 4-1-0.

B. Debrief from Joint Meeting with Board of Selectmen

The joint meeting with the Board of Water and Wastewater Commissioners and Board of Selectmen went well. It went well because Superintendent Pelletier was well prepared for the meeting.

C. 2022 Tank Inspection Reports

The Board reviewed the 2022 Annual Tank Inspection Reports. An overcoat will be needed on the Pleasant Lake tank. There was nothing of significance to note in terms of any of the tanks needing repairs.

COMMISSIONER'S REPORT


Clerk Donahue requested that the Board revisit the Sewer Regulations as well as Land Use Controls in the near future. These topics will be added to an upcoming agenda.

NEXT MEETING

The next Board meeting will be held on Thursday, April 6, 2023 at 11:30 a.m.

ADJOURNMENT

Chair Carreiro motioned to adjourn at 12:40 p.m. Moved by Vice Chair Thompson and seconded by Commissioner Underwood. All in favor; 5-0-0.




Gary Carreiro, Chairman

Dan Pelletier, Superintendent



Tracey Alves, Board Secretary

Allin P. Thompson, Vice Chair



Noreen Donahue, Clerk



Judith Underwood



John Gough