

**BOARD OF WATER & WASTEWATER COMMISSIONER'S
MEETING AGENDA***
Harwich Water Department, 196 Chatham Road, Harwich MA
Thursday, December 7, 2023
Open Session 11:30 a.m.
Executive Session 11:35 a.m.

**As required by Open Meeting Law, you are hereby informed that the Town will be video and audio taping as well as broadcasting this public meeting. In addition, anyone in the audience who plans to video or audio tape this meeting must notify the Chairman prior to the start of the meeting.*

- I. CALL TO ORDER
- II. EXECUTIVE SESSION
 - A. 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; Assistant Wastewater Superintendent
- III. PUBLIC COMMENTS / ANNOUNCEMENTS
- IV. CONSENT AGENDA
 - A. Minutes
 - 1. November 2, 2023
 - 2. November 16, 2023
- V. ABATEMENTS
 - A. 732 Main St- Town Hall- Cemetery Department
- VI. OLD BUSINESS
 - A. FY25 Water & Wastewater Operating Budget
 - B. New Source Exploration Update
 - C. RT28 Watermain Replacement Project Update
- VII. NEW BUSINESS
 - A. Town Report
 - B. Barnstable County Water Utility Association Holiday Luncheon
- VIII. SUPERINTENDENT'S REPORT
- IX. COMMISSIONER'S REPORT
- X. CORRESPONDENCE / ANY OTHER BUSINESS
- XI. NEXT MEETING: TBD
- XII. ADJOURNMENT

*NOT ready
Please add to
next agenda*

**Per the Attorney General's Office: The Board of Water Commissioners may hold an open session for topics not reasonably anticipated by the Chair 48 hours in advance of the meeting following "New Business."
If you are deaf or hard of hearing or are a person with a disability who requires an accommodation, contact the Water Department Office at 508-432-0304 x.0 or by email at customerservice@harwichwater.com.*

Authorized Posting Officer:

Town Posting Date: _____

Tracey Alves | Board Secretary

_____ | Town Clerk

V. ABATEMENTS

A. 732 Main St- Town Hall- Cemetery Department

Form Name: Abatement Application

Date of Submission: Thu, 30 Nov 2023 14:53:30 -0500

Name of Applicant: Harwich Cemetery Department

Mailing Address: 732 Main Street

City/Town: Harwich

State: Massachusetts

Zip/Postal Code: 02645

Phone Number: :

Mobile Phone Number: :

Email Address: :

Date of Water Use Charge: 19 September 2023

Name of Person Assessed (Owner): Town of Harwich

Location and Description of Property: Pine Grove Cemetery, 32 Pine Grove Road, West Harwich.

Total Amount Assessed: 1705.78

Total Amount Requested: 1492.44

If request is for Water Usage, what is the requested amount?: 1492.44

Reason For Abatement Request: When DPW went to cemetery to turn off water for season the pit was filled with water. The contacted the water department to turn off the water. Work order was put in with DPW and they replaced all the PVC pipe.

SUBSCRIBED THIS DAY UNDER PENALTIES OF PERJURY: 30 November 2023

AGREE?: Checked

Office Use Only	
Board of Water & Wastewater Commissioners:	
Meeting Date: _____	
Approved / Denied	Approved Amount: _____
Signatures:	
x)	x)
x)	x)
x)	Notes:

TOWN OF HARWICH - LIVE DATA



UB Consumption History Report

Account Number	Customer #	Name	Parcel	Location	Status				
Service	Mfr Meter Number	Cd Read Date Time	By	Usage	Repl Usage	Charge Amt	Billed Amt		
02609	302585	HARWICH/PINE GROVE CEMETERY	18/S5-E	32 PINE GROVE RD *PIT	Active				
1WATER-	1 WTR USAGE E	54690733	A 09/19/2023	502094	459,000	273,000	0	1,655.78	1,705.78
1WATER-	1 WTR USAGE E	54690733	A 06/23/2023	491450	186,000	12,000	0	68.04	68.04
1WATER-	1 WTR USAGE E	54690733	A 03/27/2023	481012	174,000	0	0	45.00	95.00
1WATER-	1 WTR USAGE E	54690733	A 12/19/2022	470521	174,000	0	0	45.00	45.00
1WATER-	1 WTR USAGE E	54690733	A 09/16/2022	460104	174,000	25,000	0	120.30	170.30
1WATER-	1 WTR USAGE E	54690733	A 06/23/2022	449443	149,000	27,000	0	125.06	125.06
1WATER-	1 WTR USAGE E	54690733	A 03/21/2022	438840	122,000	0	0	45.00	95.00
1WATER-	1 WTR USAGE E	54690733	A 12/21/2021	428483	122,000	11,000	0	64.14	64.14
1WATER-	1 WTR USAGE E	54690733	A 09/27/2021	418032	111,000	61,000	0	305.22	355.22
1WATER-	1 WTR USAGE E	54690733	A 06/22/2021	407590	50,000	13,000	0	58.57	58.57
1WATER-	1 WTR USAGE E	54690733	A 03/25/2021	397045	37,000	0	0	35.00	85.00
1WATER-	1 WTR USAGE E	54690733	A 12/22/2020	386592	37,000	1,000	0	36.29	36.29
1WATER-	1 WTR USAGE E	54690733	A 09/25/2020	375694	36,000	32,000	0	131.02	131.02
1WATER-	1 WTR USAGE E	54690733	A 06/24/2020	365268	4,000	4,000	0	40.16	40.16
1WATER-	1 WTR USAGE E	54690733	A 04/02/2020	355011	0	0	0	35.00	85.00
1WATER-	1 WTR USAGE E	54690733	A 01/02/2020	344698	0	0	3,000	38.87	38.87
1WATER-	1 WTR USAGE I	52451578	11/06/2019	0	409,000	3,000	0	.00	.00
1WATER-	1 WTR USAGE N	52451578	A 10/02/2019	334241	406,000	36,000	0	146.82	196.82
1WATER-	1 WTR USAGE N	52451578	E 06/25/2019	323872	370,000	0	0	35.00	35.00
1WATER-	1 WTR USAGE N	52451578	A 04/01/2019	313346	370,000	0	0	35.00	85.00
1WATER-	1 WTR USAGE N	52451578	A 12/31/2018	303006	370,000	8,000	0	45.32	45.32
1WATER-	1 WTR USAGE N	52451578	A 10/04/2018	292518	362,000	9,000	0	47.97	97.97
1WATER-	1 WTR USAGE N	52451578	A 06/27/2018	282230	353,000	0	0	.00	.00
1WATER-	1 WTR USAGE N	52451578	A 03/06/2018	271573	353,000	0	0	70.00	120.00
1WATER-	1 WTR USAGE N	52451578	A 09/07/2017	260787	353,000	0	0	70.00	120.00
1WATER-	1 WTR USAGE N	52451578	A 03/06/2017	249921	353,000	24,000	0	113.20	163.20
1WATER-	1 WTR USAGE N	52451578	A 09/08/2016	239125	329,000	135,000	0	658.90	708.90
1WATER-	1 WTR USAGE N	52451578	A 03/02/2016	228221	194,000	34,000	0	144.90	194.90
1WATER-	1 WTR USAGE N	52451578	A 09/01/2015	217582	160,000	37,000	0	156.75	206.75
1WATER-	1 WTR USAGE N	52451578	A 03/02/2015	206706	123,000	19,000	0	93.30	138.30
1WATER-	1 WTR USAGE N	52451578	A 08/26/2014	196063	104,000	69,000	0	266.27	311.27
1WATER-	1 WTR USAGE N	52451578	A 02/25/2014	185448	35,000	10,000	0	77.20	122.20
1WATER-	1 WTR USAGE N	52451578	A 08/26/2013	174889	25,000	14,000	0	82.08	127.08
1WATER-	1 WTR USAGE N	52451578	A 02/25/2013	163035	11,000	3,000	0	68.48	113.48
1WATER-	1 WTR USAGE N	52451578	A 08/28/2012	152514	8,000	8,000	0	74.28	119.28
1WATER-	1 WTR USAGE I	37550956	04/20/2012	0	42,000	0	0	.00	.00
1WATER-	1 WTR USAGE N	37550956	A 02/28/2012	141957	42,000	0	0	65.00	110.00
1WATER-	1 WTR USAGE N	37550956	A 08/31/2011	131532	42,000	0	0	65.00	110.00
1WATER-	1 WTR USAGE N	37550956	A 02/28/2011	120904	42,000	0	0	60.00	105.00
1WATER-	1 WTR USAGE N	37550956	A 08/24/2010	110577	42,000	0	0	60.00	105.00
1WATER-	1 WTR USAGE N	37550956	A 02/26/2010	100247	42,000	0	0	60.00	105.00
1WATER-	1 WTR USAGE N	37550956	A 08/24/2009	90082	42,000	0	0	60.00	100.00
1WATER-	1 WTR USAGE N	37550956	A 02/23/2009	79953	42,000	0	0	60.00	100.00
1WATER-	1 WTR USAGE N	37550956	A 08/25/2008	69959	42,000	0	0	60.00	100.00
1WATER-	1 WTR USAGE N	37550956	A 02/26/2008	60158	42,000	0	0	50.00	90.00
1WATER-	1 WTR USAGE N	37550956	A 08/27/2007	50311	42,000	0	0	50.00	90.00
1WATER-	1 WTR USAGE N	37550956	A 02/26/2007	40534	42,000	0	0	50.00	90.00
1WATER-	1 WTR USAGE A	002609	A 08/29/2006	30764	42,000	0	0	50.00	90.00
1WATER-	1 WTR USAGE A	002609	A 02/22/2006	21087	42,000	0	0	50.00	90.00
1WATER-	1 WTR USAGE A	002609	A 08/31/2005	11474	42,000	0	0	50.00	75.00
1WATER-	1 WTR USAGE A	002609	A 03/16/2005	2609	42,000	0	0	50.00	75.00

TOWN OF HARWICH - LIVE DATA



ACCOUNT SUMMARY

AR Category: 60

Form Type: A ACCOUNT DETAIL

Account # Location	Customer Name	Date	Bill#	P	Service #	Type	Parcel	Interest Due Curr Read #	Usage	Ending Balance Amount	Total Due
02609 32	PINE GROVE RD *PIT	302585	HARWICH/PINE GROVE CEMETERY		CMTRY WH MA 02645		18/S5-E		.00	1705.78	1705.78
		09/29/2023	502094		3SEASN-001	Charge				50.00	
		09/29/2023	502094		1WATER-001	Charge				1655.78	
		07/15/2023	491450		1WATER-001	Pmt Pr	CHECK	459000	273000	-68.04	
		06/30/2023	491450		1WATER-001	Charge				68.04	
		05/30/2023	481012		3SEASN-001	Pmt Pr	CHECK	186000	12000	-50.00	
		05/30/2023	481012		1WATER-001	Pmt Pr	CHECK	chk/Ref # 236169		-45.00	
		04/10/2023	481012		3SEASN-001	Charge				50.00	
		04/10/2023	481012		1WATER-001	Charge				45.00	
		03/01/2023	470521		1WATER-001	Pmt Pr	CHECK	174000		-45.00	
		03/01/2023	470521		1WATER-001	Revers	CHECK	chk/Ref # 234682		45.00	
		03/01/2023	470521		1WATER-001	Pmt Pr	CHECK			-45.00	
		12/30/2022	470521		1WATER-001	Charge				45.00	
		10/21/2022	460104		3SEASN-001	Pmt Pr	CHECK	174000		-50.00	
		10/21/2022	460104		1WATER-001	Pmt Pr	CHECK	chk/Ref # 232969		-120.30	
		09/26/2022	460104		3SEASN-001	Charge				50.00	
		09/26/2022	460104		1WATER-001	Charge				120.30	
		07/21/2022	449443		1WATER-001	Pmt Pr	CHECK	174000	25000	-125.06	
		06/30/2022	449443		1WATER-001	Charge		149000	27000	125.06	

** END OF REPORT - Generated by Tracey **

Accounts

Account: 02609

PINE GROVE CEMETERY ASSN PINE GROVE CEMETERY * PIT
 # AUTO SHUT OFF/ON ACCOUNT

11/8/23 AUTO OFF SCHEDULED FOR 11/9 Complete- 04593051

10/13/23 THE DATA LOG REPORT SHOWS A CONTINUOUS LEAK UP TO 9/15 SHUT OFF. REPORT EMAILED TO DP. WM

9/15/23 OFF IN PIT.

9/15/23 JIM FROM HWY CALLED JE TO REPORT PIT FULL OF WATER AND REQUESTED WATER BE SHUT OFF AT ST.

4/6/23 ON. Installed Reading =0174673.48

4/4/23 AUTO ON SCHEDULED FOR 4/5

11/7/22 OFF. 0174673.30

10/31/22 AUTO TURN OFF SCHEDULED FOR 11/1

4/14/22 Complete-0122072.71

4/11/22 AUTO TURN ON SCHEDULED FOR 4/13

11/3/21 OFF 0122072.71

10/29/21 AUTO TURN OFF SCHEDULED FOR 11/3

4/5/21 0037741.85 on

3/31/21 AUTO TURN ON SCHEDULED FOR MON 4/5

11/12/20 0037741.85 off

11/5/20 TURN OFF SCHEDULED FOR 11/12.

4/8/20 oip. 0000000.33

4/7/20 TURN ON REQUEST STARTING 4/8/20. TA

2/25/20 CHANGED ESTIMATE CODE TO ACTUAL

11/6/19 OFF & CHANGED METER. 0408550

11/5/19 AUTO TURN OFF SCHEDULED 11/6.

6/25/19 NOT READING.

4/2/19 ON. 0370400

4/1/19 ON SET FOR 4/2 PER SH

11/5/18 037040 o off

11/1/18 TURN OFF SCHEDULED FOR 11/5 OR 11/6

4/19/18 ON Reading=035382.0

4/13/18 AUTO TURN ON SET FOR 4/17

11/17/17 Oip:0353830 fond meter not hooked up setting in pit (PS)

11/13/17 AUTO-OFF SCHEDULED FOR 11/14. TA

9/15/17 ZERO USE??? WILL CHECK AT TURN OFF

4/18/17 Oip:0353450

4/13/17 AUTO TURN-ON 4/18

11/9/16 Oip:0353450

11/2/16 TURN OFF SCHEDULED FOR 11/8/16. TA

9/28/16 VALVE OFF IN PIT DUE TO LEAK IN PIT.

4/15/16 ON 0194610

4/12/16 TURN ON REQUEST SET FOR 4/13/16. TA

11/6/15 OFF 0194610

10/22/15 TURN OFF ON 10/27/15 PER SHAWN @ HIGHWAY. TA

4/15/15 ON. 123820

4/14/15 AUTO TURN ON SCHEDULED. TA

10/22/14 OFF 12382. TA

10/14/14 TURN OFF WEEK OF 10/20/14. TA

4/9/14 ON 3580. TA

3/20/14 AUTO ON 4/15 OR CLOSEST WORKING DAY. TA

11/12/13 OFF 0035800 TA

11/12/13 SCHEDULED TURN OFF FOR ASAP

4/17/13 SEASONAL ON. 0011680. ANNA

4/16/13 AUTO TURN ON W/O. ANNA

10/23/12 OFF/SEASONAL 0011680

VI. OLD BUSINESS

A. FY25 Water & Wastewater Operating Budget

Water Enterprise Fund
FY 2025 BUDGET

120523

1320 WATER ENTERPRISE FUND

ORG OBJ	DESCRIPTION	FY 2022	FY 2023	Budget FY 2024	Request FY 2025	+/- % FY 2024
596000	OFUS / INDIRECTS	\$727,304	\$759,278	\$818,913	\$883,232	
	WATER ENTERPRISE FUND	\$727,304	\$759,278	\$818,913	\$883,232	7.85%
13204501	WATER ENTERP SALARIES & WAGES	FY 2022	FY 2023	FY 2024	FY 2025	
511100	SALARIES ELECTED OFFICIALS	\$5,000	\$5,000	\$5,000	\$2,500	-50.00%
511900	SALARIES & WAGES	\$949,016	\$983,574	\$1,034,522	\$1,078,465	4.25%
512000	SEASONAL S&W	\$4,141	\$0	\$35,654	\$24,728	-30.64%
512500	COMPENSATORY TIME	\$1,416	\$6,854	\$0	\$0	0.00%
512501	STIPEND	\$0	\$0	\$0	\$0	0.00%
513000	OVERTIME	\$234,945	\$228,514	\$278,396	\$241,110	-13.39%
513060	FLUSHING OT	\$0	\$0	\$0	\$0	0.00%
514000	LONGEVITY	\$25,536	\$27,858	\$33,665	\$37,288	10.76%
515000	VACATION SALARIES & WAGES	\$11,753	\$0	\$0	\$0	0.00%
515005	SICK LEAVE BUY-BACK@RETIREMENT	\$10,818	\$0	\$0	\$0	0.00%
515007	SICK LEAVE BONUS PER CONTRACT	\$1,700	\$1,350	\$3,325	\$3,325	0.00%
	WATER ENTERPRISE SALARIES	\$1,244,325	\$1,253,150	\$1,390,562	\$1,387,416	-0.23%
				10.97%	-0.23%	
13204502	WATER ENTERPRISE FUND EXPENSES	FY 2022	FY 2023	FY 2024	FY 2025	
517900	OTHER FRINGE BENEFITS	\$9,971	\$11,596	\$11,000	\$12,100	10.00%
521100	ELECTRIC UTILITY	\$341,499	\$316,884	\$407,177	\$443,974	9.04%
521200	GAS UTILITY	\$7,534	\$7,562	\$8,000	\$8,000	0.00%
524140	VEHICLE/EQUIPMENT MAINTENANCE	\$51,637	\$56,830	\$52,000	\$57,000	9.62%
524160	BUILDING & GROUNDS MAINTENANCE	\$51,735	\$31,077	\$52,000	\$52,000	0.00%
525000	TECHNICAL SUPPORT AGREEMENTS	\$34,933	\$37,743	\$43,540	\$43,540	0.00%
526000	BUILDING MAINT AGREEMENTS	\$4,137	\$14,487	\$22,750	\$15,000	-34.07%
530800	LABORATORY SERVICES	\$12,278	\$18,421	\$35,314	\$35,314	0.00%
530820	PROFESSIONAL SERVICES	\$86,353	\$64,149	\$85,000	\$85,000	0.00%
530875	PRINTING SERVICES & SUPPLIES	\$9,147	\$17,783	\$10,000	\$18,000	80.00%
534100	ADVERTISING	\$2,491	\$1,784	\$2,500	\$2,500	0.00%
534300	POSTAGE	\$18,094	\$11,585	\$18,500	\$18,500	0.00%
534400	TELEPHONE	\$7,453	\$7,497	\$7,700	\$3,300	-57.14%
534430	COMMUNICATION SERVICES	\$16,430	\$20,489	\$19,000	\$21,000	10.53%
541100	PROPANE UTILITY	\$16,067	\$18,370	\$16,100	\$18,500	14.91%
542000	OFFICE SUPPLIES	\$4,582	\$7,358	\$6,300	\$7,500	19.05%
542013	HARDWARE/SOFTWARE/OFFICE	\$6,042	\$12,557	\$25,924	\$35,000	35.01%
548100	BULK FUEL	\$26,658	\$33,761	\$27,000	\$27,000	0.00%
548200	TREATMENT SUPPLIES	\$14,380	\$25,399	\$18,000	\$25,000	38.89%
548250	TREATMENT CHEMICALS	\$165,877	\$218,317	\$247,850	\$247,850	0.00%
553000	PUBLIC WORKS SUPPLIES	\$14,751	\$27,220	\$27,800	\$92,800	233.81%
553100	METERS/READ DEVICES & SUPPLIES	\$115,987	\$162,934	\$180,000	\$165,000	-8.33%
553200	SERVICE INSTALLATION SUPPLIES	\$77,125	\$52,280	\$77,000	\$77,000	0.00%
553300	PIPES, VALVES & FITTINGS	\$110,394	\$55,638	\$110,500	\$100,000	-9.50%
553350	WATER MAIN REPLACEMENT	\$31,083	\$4,892	\$85,000	\$65,000	-23.53%
553500	POLICE DETAILS	\$27,413	\$19,874	\$27,500	\$35,000	27.27%
553600	ROAD REPAIRS	\$16,401	\$18,384	\$16,500	\$35,000	112.12%

Water Enterprise Fund
FY 2025 BUDGET

120523

1320 WATER ENTERPRISE FUND

553900	MECHANICAL TANK MAINT & INSP	\$12,495	\$25,410	\$13,000	\$13,000	0.00%
554200	GENERATOR MAINT	\$29,634	\$18,984	\$29,700	\$19,000	-36.03%
554300	WELL REHAB	\$0	\$43,127	\$45,000	\$0	-100.00%
558100	UNIFORMS AND SAFETY SUPPLIES	\$3,819	\$11,189	\$10,000	\$10,000	0.00%
573000	DUES/SUBSCRIPTIONS/TRAVEL	\$8,474	\$8,370	\$13,000	\$13,000	0.00%
573200	WATER MGMT PERMIT	\$6,934	\$8,648	\$8,500	\$10,000	17.65%
575070	OPEB	\$50,000	\$50,000	\$50,000	\$50,000	0.00%
591000	MATURE PRINCIPAL LONGTERM DEBT	\$549,467	\$416,371	\$404,300	\$395,095	-2.28%
591500	INTEREST ON LONG TERM DEBT	\$152,510	\$124,123	\$127,941	\$117,901	-7.85%
591550	ADMIN FEE LT DEBT	\$2,219	\$2,092	\$1,963	\$1,830	-6.76%
	WATER ENTERP EXPENSES	\$2,096,003	\$1,983,184	\$2,343,359	\$2,375,704	1.38%
				18.16%		1.38%
13204504	WATER ENTERP FUND REVENUE					
		FY 2022	FY 2023	FY 2024	FY 2025	
414600	WATER LIENS COLLECTED	\$14,539	\$11,766	\$17,422	\$17,544	0.70%
417008	PEN & INT WATER LIENS	\$1,641	\$1,346	\$2,457	\$2,034	-17.22%
421100	WATER RATES & SERVICES	\$4,298,718	\$4,014,723	\$4,419,576	\$4,359,533	-1.36%
421200	METERS & SUPPLIES	\$15,564	\$16,727	\$9,151	\$12,539	37.02%
421300	ADMINISTRATIVE FEES	\$1,236	\$16,326	\$1,332	\$6,087	357.00%
421400	SERVICE INSTALLATIONS	\$173,601	\$224,652	\$183,693	\$212,221	15.53%
421450	MARKOUT SERVICES	\$13,734	\$7,035	\$20,181	\$15,799	-21.71%
421550	PROPERTY TRANSFER SERVICES	\$20,922	\$15,522	\$22,757	\$20,346	-10.60%
421600	WIRELESS COMMUNICATION LEASE	\$135,483	\$139,548	\$148,220	\$152,667	3.00%
421650	SOLAR REVENUE WATER	\$169,592	\$361,965	\$132,022	\$208,670	58.06%
431100	WATER SERVICE TIGHT PLAN	\$91,728	\$93,097	\$98,056	\$100,844	2.84%
433007	LATE FEE	\$57,019	\$42,793	\$49,815	\$50,931	2.24%
441100	ELECTRICAL SERVICES	\$1,200	\$2,600	\$0	\$0	0.00%
451100	BACKFLOW INSPECTIONS	\$37,464	\$12,474	\$21,838	\$23,136	5.95%
482001	INVESTMENT REVENUE	\$797	\$160	\$11,676	\$3,367	-71.16%
484099	MISCELLANEOUS REVENUE	\$55,437	\$64,631	\$52,700	\$60,331	14.48%
	WATER ENTERP REVENUE	\$5,088,676	\$5,025,364	\$5,190,895	\$5,246,047	1.06%
				3.29%		1.06%
		FY 2022	FY 2023	FY 2024	FY 2025	
	TOTAL REVENUE	\$5,088,676	\$5,025,364	\$5,190,895	\$5,246,047	1.06%
	TOTAL EXPENSES	\$4,067,632	\$3,995,612	\$4,552,834	\$4,646,352	2.05%
	<i>Delta</i>	<i>\$1,021,044</i>	<i>\$1,029,753</i>	<i>\$638,061</i>	<i>\$599,696</i>	

FY24 Con Ops 714000 451033.8 104098.601		HARWICH FY25 WASTEWATER BUDGET (2-Year Order to Connect)											Harwich FY25 Budget Request	
		Quarterly Flow Variable Expenses IMA - Based on Actual % of WW Flow from East Harwich vs. Chatham Total Flow										*Per		
		FY 2023	HARWICH Only Expenses	IMA Fixed O&M Expenses	Quarterly Flow as % of Annual (Chatham)	Har. Quarterly Flow as % of Chatham	Quarterly Flow as % of Annual (Chatham)	Har. Quarterly Flow as % of Chatham	Quarterly Flow as % of Annual (Chatham)	Har. Quarterly Flow as % of Chatham	Quarterly Flow as % of Annual (Chatham)	Har. Quarterly Flow as % of Chatham		
			23.08%	31.05%	5.31%	21.68%	8.63%	21.53%	8.70%	25.75%	7.17%			
Operating Expenses														
Indirects														
HAR	OFUS		\$32,076.00									\$32,076.00	TBD from Finance	
Personal Services														
HAR	Superintendent		\$72,310.00									\$72,310.00	M8/10 50% Supt. Salary	
HAR	HWD Support (Admin/Mtr Reading)		\$25,137.00									\$25,137.00		
HAR	Asst. WW Superintendent		\$72,558.00									\$72,558.00		
A	Personal Services											\$170,005.00		
Expenses														
IMA	Regular Wages	31,457	23.08%	\$7,260.33								\$7,260.33	Assumed 3% over FY24	
IMA	Testing	36,900			\$18,051.48	\$959.08	\$6,007.32	\$518.49	\$4,180.77	\$363.64	\$8,664.12	\$621.04	\$2,462.25	TBD Pending Chatham
IMA	Electric WWFT	180,400			\$88,251.68	\$4,688.81	\$29,369.12	\$2,534.85	\$20,439.32	\$1,777.81	\$42,357.92	\$3,036.22	\$12,037.69	Assumed 10% over FY24
IMA	Gas Heat	53,130			\$25,991.20	\$1,380.91	\$8,649.56	\$746.54	\$6,019.63	\$523.59	\$12,474.92	\$894.20	\$3,545.25	Assumed 10% over FY24
IMA	Plant Maintenance	226,000	23.08%	\$52,160.80									\$52,160.80	
IMA	Solid Waste Disposal	159,000			\$77,782.80	\$4,132.60	\$25,885.20	\$2,234.15	\$18,014.70	\$1,566.92	\$37,333.20	\$2,676.04	\$10,609.71	TBD Pending Chatham
IMA	Contract Services	750,000	*% Col Sys	\$110,000.00									\$110,000.00	
IMA	Operational Supplies	750	23.08%	\$173.10									\$173.10	
IMA	Building & Grounds Maintenance	250	23.08%	\$57.70									\$57.70	
IMA	Chemicals	69,300			\$33,901.56	\$1,801.19	\$11,282.04	\$973.75	\$7,851.69	\$682.94	\$16,271.64	\$1,166.35	\$4,624.23	
IMA	Ground Water Monitoring	5,000	23.08%	\$1,154.00									\$1,154.00	
HAR	Contract Operations			\$151,000.00									\$151,000.00	Increased 5% over FY24 Cost
HAR	Generator Maintenance			\$3,000.00									\$3,000.00	Annual Service + \$750 for repairs
HAR	Electric Utility			\$20,000.00									\$20,000.00	Review Current FY expenses
HAR	Nat Gas			\$600.00									\$600.00	
HAR	Printing & Postage			\$5,000.00									\$5,000.00	Increase for Phase 3
HAR	SCADA			\$10,000.00									\$10,000.00	
HAR	Collections System Maintenance			\$0.00									\$0.00	Funded through Capital Article
HAR	MATURE PRINCIPAL LONGTERM DEBT													
HAR	INTEREST ON LONG TERM DEBT													
HAR	ADMIN FEE LT DEBT													
B	Expenses												\$393,685.07	
Department Total														
TOTAL	Operating Expense		\$391,681.00	\$170,805.93	\$12,962.59	\$7,007.79	\$4,914.90	\$8,393.86	\$595,766.07					

Budget Notes

TBD from Finance

M8/10 50% Supt. Salary

Assumed 3% over FY24

TBD Pending Chatham

Assumed 10% over FY24

Assumed 10% over FY24

TBD Pending Chatham

Increased 5% over FY24 Cost

Annual Service + \$750 for repairs

Review Current FY expenses

Increase for Phase 3

Funded through Capital Article

VI.

NEW BUSINESS

A. Town Report

OFFICE OF THE TOWN ADMINISTRATOR

Phone (508) 430-7513

Fax (508) 432-5039

Joseph F. Powers, *Town Administrator*
Meggan Eldredge, *Assistant Town Administrator*

732 MAIN STREET, HARWICH, MA 02645



MEMORANDUM

To: All Department Heads, Committees, Commissions and Boards
From: Carol Campos
RE: **Submission of 2023 Annual Reports**

Blind copied to the Select Board

Hello all,

The deadline for submitting reports for the 2023 Annual Town Report is:
Friday, January 05, 2024.

Your report must be submitted as a word document using:
Microsoft Word, Times New Roman, 12 pt. Font.

No reports will be accepted after January 05, 2024, without prior approval.

Please submit your report to carol.campos@harwich-ma.gov

VI. NEW BUSINESS

B. Barnstable County Water Utility Association Holiday Luncheon



BARNSTABLE COUNTY WATER UTILITIES ASSOCIATION

PO Box 283, Harwich, MA 02645
Phone: 617-657-0251
www.bcwua.org

Please join
Officers:

Robert Prophet, President
Mark White, Vice President
Craig Crocker, Secretary
Lynn Carr, Treasurer
David Larkowski, Director
Paul Anderson, Director
Todd Bunzick, Director

Please join
BCWUA for their Annual
December Meeting

To be held at:

The Old Yarmouth Inn
223 Route 6A
Yarmouthport, MA

**Thursday, December 21,
2023**

11:30 social hour

12:30 sit-down luncheon

Menu

First Course: Caesar Salad

Choice of one entree:

Cranberry-Herb Stuffed Chicken breast, gravy, garlic & sour cream mashed potatoes, seasonal vegetable

Seafood Trio-haddock, scallops, shrimp, lemon beurre blanc, wild rice blend and seasonal vegetable

Burgundy Braised Short Ribs of Beef, pearl onion, seasonal vegetable, mashed potatoes

Dessert: Apple Crisp w/Vanilla Ice Cream and Caramel

\$75.00 per person

- Cash Bar -

Please contact Bob Prophet at Bourne Water District by **December 15th** to reserve seats and your choice of entree. Invoices will be emailed on request.

rprophett@bournewaterdistrict.com

X. CORRESPONDENCE / ANY OTHER BUSINESS

Month/Year November 2023

PWS No. 4126000

Monthly Pumpage Report Harwich Water Department

Date	T1							T2			T3		T10	T11
	Main 1	Main 2	Main 3	Well 1	Well 2	Well 3	Well 4	Well 5	Well 6	Well 7	Well 8	Well 9	Pump 10	Pump 11
1	35,156	50,207	38,543	96,866	44,008	55,519	126,079	81,846	82,866	94,086	145,018	146,937	180,187	158,268
2	27,983	39,852	29,855	79,145	34,626	42,811	102,966	80,018	81,749	89,582	78,408	79,418	98,376	86,600
3	40,464	53,863	11,008	104,094	48,037	59,777	134,914	86,871	89,142	96,739	112,687	118,435	93,953	93,485
4	43,004	63,982	50,984	129,125	54,424	68,131	167,723	129,591	126,454	140,110	98,391	95,335	160,247	138,797
5	26,131	37,309	30,607	74,537	31,981	40,003	96,847	75,406	75,271	82,980	73,619	74,560	88,071	81,184
6	30,460	43,607	34,323	86,092	38,218	47,828	111,904	86,691	89,435	98,320	85,379	86,453	108,018	94,347
7	28,315	40,409	32,639	80,110	34,654	43,775	104,305	81,078	82,955	90,926	79,487	80,519	100,814	87,807
8	30,533	43,677	33,589	85,446	38,468	48,351	110,730	86,023	88,920	98,008	84,581	85,672	107,661	93,565
9	29,668	42,013	32,221	82,153	37,296	46,574	106,945	82,998	85,425	93,521	81,491	82,548	103,725	90,095
10	28,311	40,283	31,553	79,195	35,470	44,216	103,135	80,056	81,538	89,246	78,486	79,484	98,933	86,709
11	27,413	39,075	31,121	77,229	34,179	42,521	100,446	77,991	78,656	86,299	76,367	77,322	95,598	84,226
12	26,927	38,402	29,257	75,901	33,647	41,756	98,808	76,622	77,139	84,745	75,060	75,798	93,748	82,842
13	26,539	37,855	28,984	74,978	33,085	40,908	97,560	75,907	76,407	83,764	74,170	75,099	92,494	81,712
14	29,880	42,635	31,859	83,909	37,331	46,377	108,849	84,571	86,676	94,682	82,923	83,934	105,110	91,537
15	27,783	39,669	31,479	78,496	34,590	42,922	102,044	79,397	80,834	88,417	77,668	78,649	97,891	85,724
16	24,911	36,368	29,788	72,571	31,201	38,816	93,990	73,222	73,681	80,644	71,029	71,879	89,578	77,847
17	29,779	42,910	35,540	84,568	37,926	47,294	109,543	85,207	87,485	96,054	83,752	84,819	105,727	92,674
18	26,534	38,062	32,401	75,778	32,745	41,206	98,333	76,609	77,032	84,558	74,843	75,777	92,418	82,659
19	26,797	38,452	30,973	76,337	33,765	41,269	98,858	77,102	77,487	84,957	75,373	76,375	92,598	83,145
20	26,463	37,792	29,111	75,165	33,105	40,658	97,616	75,847	76,164	83,337	74,122	75,096	90,813	81,719
21	25,729	36,743	28,315	73,421	32,037	39,202	95,417	74,321	73,864	80,944	72,422	73,212	87,387	79,778
22	37,921	54,195	44,591	105,893	48,352	60,289	137,366	73,541	74,135	81,221	71,247	72,089	88,626	78,141
23	25,618	36,674	29,671	72,328	32,230	39,916	94,143	73,299	73,481	80,467	71,175	72,065	89,791	78,190
24	25,954	37,094	29,288	73,259	32,721	40,335	94,916	73,964	74,671	81,583	71,752	72,603	91,438	78,767
25	27,196	38,831	28,790	76,239	34,496	42,617	99,167	77,185	78,844	85,955	75,037	75,966	96,328	82,537
26	28,646	45,664	34,003	89,136	40,433	49,794	115,947	91,288	93,671	101,193	87,047	92,236	101,701	87,479
27	41,483	54,440	44,494	110,939	46,197	56,415	143,149	111,871	104,782	116,720	108,338	105,150	141,211	125,630
28	35,764	50,986	40,804	96,120	46,995	59,243	124,770	22,303	23,219	24,356	95,013	95,982	120,832	105,295
29	26,379	37,635	27,567	74,586	33,327	40,904	96,647	75,272	76,667	83,476	73,137	73,867	93,669	80,399
30	26,461	37,683	28,112	74,697	33,479	40,827	96,797	75,507	76,972	83,812	73,277	74,014	93,684	80,549
31														
Pumps :	894,200	1,276,366	971,470	2,518,315	1,119,021	1,390,253	3,269,916	2,401,604	2,425,622	2,660,698	2,481,299	2,511,293	3,100,627	2,731,707
MIN :	24,911	36,368	11,008	72,328	31,201	38,816	93,990	22,303	23,219	24,356	71,029	71,879	87,387	77,847
MAX :	43,004	63,982	50,984	129,125	54,424	68,131	167,723	129,591	126,454	140,110	112,687	118,435	160,247	138,797
STATIONS :	11,439,542							7,487,924			4,992,592		3,100,627	2,731,707
TOTAL :	29,752,392													

Month/Year November 2022

PWS No. 4126000

Monthly Pumpage Report Harwich Water Department

Date	T1							T2			T3		T10	T11
	Main 1	Main 2	Main 3	Well 1	Well 2	Well 3	Well 4	Well 5	Well 6	Well 7	Well 8	Well 9	Pump 10	Pump 11
1	62,990	56,263	70,078	114,317	80,675	96,592	0	145,262	152,891	0	146,220	145,126	178,070	157,280
2	35,877	31,950	40,012	65,636	46,068	55,411	0	82,117	86,578	0	83,111	82,484	101,818	89,392
3	39,375	35,030	43,037	72,192	50,675	60,787	0	89,545	94,343	0	90,768	90,000	111,590	97,792
4	44,555	39,559	49,208	81,971	57,333	69,090	0	100,383	105,802	0	101,922	101,051	125,332	109,810
5	43,499	38,679	48,672	80,227	56,138	67,626	0	98,454	103,817	0	100,142	99,316	123,318	107,985
6	43,469	38,655	48,723	80,297	56,110	67,540	0	98,451	103,812	0	100,134	99,388	123,267	108,096
7	38,484	34,179	42,661	70,076	49,070	59,007	0	121,484	125,079	0	160,245	159,240	151,406	171,964
8	40,201	35,555	43,944	73,681	51,828	62,108	0	91,042	95,906	0	92,614	91,966	114,033	75,245
9	40,083	35,457	43,275	73,315	51,466	61,829	0	90,618	95,445	0	91,954	91,226	113,434	99,036
10	39,788	35,257	43,891	72,966	51,088	61,529	0	90,257	95,151	0	91,675	90,804	113,239	98,776
11	42,917	1,221	47,433	79,717	55,324	67,047	0	95,601	100,723	0	97,181	96,279	119,748	104,695
12	42,493	20	47,139	78,764	54,890	66,293	0	94,839	99,912	0	96,471	95,828	118,874	103,968
13	42,311	21	46,817	78,564	54,695	66,015	0	94,609	99,742	0	96,148	95,512	118,411	103,573
14	30,051	21	27,727	58,965	43,788	47,723	0	92,042	96,674	0	91,528	90,459	122,153	100,982
15	45,834	46	70,771	129,715	89,600	114,184	0	94,391	99,301	0	117,960	116,818	144,917	127,015
16	38,214	26	44,151	71,296	50,300	62,936	0	88,434	93,208	0	89,700	88,858	110,482	96,662
17	48,163	23	54,958	89,643	63,168	79,019	0	90,590	95,446	0	91,919	91,038	112,928	99,061
18	38,105	19	43,701	71,114	50,220	62,766	0	87,594	92,281	0	88,726	87,902	108,751	95,597
19	39,773	19	45,438	74,204	52,313	65,403	0	91,151	96,137	0	92,532	91,635	113,225	99,676
20	40,708	12	46,339	75,880	53,559	66,804	0	93,028	98,078	0	94,528	93,626	115,430	101,850
21	40,995	25	46,545	76,358	53,948	67,426	0	93,708	98,717	0	95,163	94,244	144,426	102,578
22	42,561	26	48,316	79,791	56,125	70,423	0	97,086	102,350	0	98,569	97,650	121,439	106,212
23	41,259	42	46,882	77,189	54,357	68,002	0	94,339	99,384	0	95,747	94,849	118,163	103,247
24	44,193	21	50,175	82,895	58,261	72,967	0	100,820	106,194	0	102,487	101,527	126,320	110,607
25	42,706	24	48,641	79,936	56,164	70,444	0	97,421	102,770	0	99,010	98,112	122,175	106,863
26	44,478	24	50,611	83,402	58,593	73,630	0	101,718	107,263	0	103,297	102,339	127,256	111,433
27	43,249	29	49,404	81,117	57,033	71,467	0	99,026	104,352	0	100,592	99,653	123,885	108,618
28	42,653	19	48,706	79,725	55,991	70,367	0	97,755	102,995	0	99,089	98,182	139,488	106,939
29	38,903	28	44,713	73,055	51,487	64,151	0	89,539	94,321	0	90,783	89,974	111,556	97,927
30	43,311	27	50,574	73,177	54,562	65,882	0	109,578	115,095	0	111,634	110,671	136,826	119,820
31														
Pumps :	1,261,200	362,281	1,432,541	2,379,186	1,674,833	2,054,469	0	2,910,882	3,063,768	0	3,011,849	2,985,757	3,711,960	3,222,699
MIN :	30,051	12	27,727	58,965	43,788	47,723	0	82,117	86,578	0	83,111	82,484	101,818	75,245
MAX :	48,163	39,559	70,771	129,715	89,600	114,184	0	121,484	125,079	0	160,245	159,240	151,406	171,964
STATIONS :	9,184,510							5,974,650			5,997,606		3,711,960	3,222,699
TOTAL :	28,091,425													

Date November 2023
 PWS No. 4126000

Monthly Weather Report
Harwich Water Department

Day	Snow Fall (in.) (Gallons)	Rain Fall (in.)	Temperature High (°F)	Temperature Low (°F)	Temperature AVG (°F)	Weather Comments	Operator
1		0.10	49	39	44		
2		0.00	48	34	41		
3		0.00	53	32	43		
4		0.00	59	51	55		
5		0.00	60	43	52		
6		0.00	53	42	47		
7		0.10	60	52	56		
8		0.00	52	39	46		
9		0.10	48	38	43		
10		0.00	51	40	45		
11		0.00	52	36	44		
12		0.00	44	32	38		
13		0.00	46	34	40		
14		0.01	48	37	42		
15		0.00	50	39	44		
16		0.00	59	43	51		
17		0.06	59	42	51		
18		0.05	59	43	51		
19		0.00	52	34	43		
20		0.00	45	32	39		
21		0.00	44	31	37		
22		0.65	54	42	48		
23		0.00	52	38	45		
24		0.00	52	36	44		
25		0.00	40	26	33		
26		0.04	48	25	37		
27		0.17	57	43	50		
28		0.00	44	32	38		
29		0.00	40	29	34		
30		0.00	47	28	37		
31							
Total		1.28					
Average		0.04	50.9	37.1			
Max		0.65	60.4	52.0			
Min		0.0	39.6	25.2			

Date November 2022
 PWS No. 4126000

Monthly Weather Report
Harwich Water Department

Day	Snow Fall (in.) (Gallons)	Rain Fall (in.)	Temperature High (°F)	Temperature Low (°F)	Temperature AVG (°F)	Weather Comments	Operator
1		0.37	61	59	60		
2		0.00	63	47	55		
3		0.00	59	42	51		
4		0.00	66	50	58		
5		0.00	69	60	64		
6		0.00	70	62	66		
7		0.00	68	58	63		
8		0.00	58	47	53		
9		0.00	51	40	46		
10		0.00	63	45	54		
11		0.14	65	54	59		
12		1.54	67	58	62		
13		0.85	58	45	51		
14		0.00	47	33	40		
15		0.00	47	30	38		
16		0.37	59	42	51		
17		0.00	49	37	43		
18		0.00	44	33	39		
19		0.00	45	31	38		
20		0.00	42	31	36		
21		0.00	46	29	37		
22		0.00	50	36	43		
23		0.00	51	33	42		
24		0.00	46	34	40		
25		0.00	52	39	45		
26		0.00	49	40	44		
27		0.44	57	37	47		
28		0.00	57	45	51		
29		0.00	48	37	43		
30		0.80	56	36	46		
31							
Total		4.51					
Average		0.15	55.4	42.4			
Max		1.54	69.5	62.2			
Min		0.0	42.3	28.7			