

**BOARD OF WATER & WASTEWATER COMMISSIONER'S
MEETING AGENDA***
Harwich Water Department, 196 Chatham Road, Harwich MA
Wednesday, July 27, 2022
Executive Session 11:00 a.m.
Open Session 11:20 a.m.

**As required by Open Meeting Law, you are hereby informed that the Town will be video and audio taping as well as live 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
 - 1. Pursuant to M.G.L. c. 30A, §21(a)(3), to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the Chair so declares; International Association of Machinists & Aerospace Workers (IAMAW) – *for the purpose of making recommendations to the Board of Selectmen with respect to collective bargaining negotiations*

- III. PUBLIC COMMENTS / ANNOUNCEMENTS

- IV. CONSENT AGENDA
 - A. Minutes
 - 1. May 11, 2022
 - 2. May 26, 2022

- V. ABATEMENTS
 - A. FY22 Q4 Water Department Usage
 - B. FY22 Q4 Internal Adjustments
 - C. 732 Main St- Brooks Academy, Thompson's Field, Community Gardens
 - D. 25 Bayview Rd

- VI. OLD BUSINESS
 - A. Superintendent's Evaluation
 - B. Drought Declaration / Water Restrictions
 - C. Water/Wastewater Department- Future Staffing, Equipment & Miscellaneous Needs

- VII. NEW BUSINESS
 - A. 80 Queen Anne Rd- Pay Plan Request
 - B. FY23 Water Meters Contract Recommendation; Ti-Sales
 - C. FY22 Q4 Water & Wastewater Budget Report Updates

- VIII. SUPERINTENDENT'S REPORT

- IX. COMMISSIONER'S REPORT

- X. CORRESPONDENCE / ANY OTHER BUSINESS

- XI. NEXT MEETING: TBD

- XII. ADJOURNMENT

**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 x0 or by email at customerservice@harwichwater.com.

Authorized Posting Officer:

Town Posting Date: _____

Tracey Alves | Board Secretary

_____ | Town Clerk

IV. CONSENT AGENDA

A. Minutes

1. May 11, 2022
2. May 26, 2022

**MINUTES
HARWICH WATER DEPARTMENT
BOARD OF WATER/WASTEWATER COMMISSIONERS
WEDNESDAY, MAY 11, 2022
1:00 P.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 1:00 p.m. and took a roll call vote. Vice Chair Allin Thompson, Commissioner John Gough, Commissioner Judith Underwood (via telephone), Clerk Noreen Donahue and Chair Gary Carreiro were all present; 5-0-0.

CONSENT AGENDA

- A. Minutes
 - 1. April 7, 2022

Chair Carreiro entertained a motion to approve the Consent Agenda containing the Minutes of April 7, 2022. Vice Chair Thompson motioned to approve the Consent Agenda with a second by Commissioner John Gough. A vote by role call was taken. Vice Chair Allin Thompson, Commissioner John Gough, Clerk Noreen Donahue, Commissioner Judith Underwood and Chair Gary Carreiro were all in favor; 5-0-0.

NEW BUSINESS

- A. Water Restrictions

Superintendent Pelletier informed the Board that the aquifer is still just about where it was at last year at this same time. The Board imposed the odd/even watering restrictions last year and they were not lifted in the fall. We are looking to either reaffirm, change or consider other options as we move into our pumping season. Our neighboring communities of Dennis and Brewster are continuing with odd and even, Orleans is doing two days a week and at this point Chatham is doing no outdoor watering which is tied to mechanical issues and not the aquifer.

The Board was in favor of allowing irrigation watering on Monday, Wednesday and Friday between 4am-8am and 5pm-9pm and hand watering any day and anytime as necessary.

Clerk Donahue moved to amend the water restrictions to be 3 days a week, Monday, Wednesday and Friday for irrigation users, 4am-8am and 5pm -9pm only and that hand watering can be done as needed. Vice Chair Thompson seconded the motion. A roll call

vote was taken. Vice Chair Allin Thompson, Commissioner John Gough, Clerk Noreen Donahue, Commissioner Judith Underwood and Chair Gary Carreiro were all in favor; 5-0-0.

B. Effluent Site Investigation

The Board reviewed an agreement between GHD and the Town of Harwich to perform effluent recharge site investigation. The investigation will determine the capacity of the recharge sites themselves. The DPW site, an owner's unknown site adjacent to DPW and another site across the highway from DPW were a few sites of interest. The scope of work is to investigate 5 sites. The sites under investigation will be strictly for effluent recharge.

Vice Chair Thompson moved to approve the contract with GHD to evaluate sites for recharge. Clerk Donahue seconded the motion. A role call vote was taken. Vice Chair Allin Thompson, Commissioner John Gough, Clerk Noreen Donahue, Commissioner Judith Underwood and Chair Gary Carreiro were all in favor; 5-0-0.

SUPERINTENDENT'S REPORT

Superintendent Pelletier thanked the Water & Wastewater Commission, Water Department Staff, residents and everyone involved for the 2022 Public Water System Award!

NEXT MEETING

The next Board meeting will be held tentatively on Thursday, May 26, 2022 at 11:00 a.m.

ADJOURNMENT

Chair Carreiro motioned to adjourn at 1:35 pm. Vice Chair Thompson seconded the motion. A role call vote was taken. Vice Chair Allin Thompson, Commissioner John Gough, Clerk Noreen Donahue, Commissioner Judith Underwood and Chair Gary Carreiro were all in favor; 5-0-0.

Gary Carreiro, Chairman

Dan Pelletier, Superintendent

Allin P. Thompson, Vice Chair

Tracey Alves, Board Secretary

Noreen Donahue, Clerk

Judith Underwood

John Gough

V. ABATEMENTS

- A. FY22 Q4 Water Department Usage
- B. FY22 Q4 Internal Adjustments
- C. 732 Main St- Brooks Academy, Thompson's Field, Community Gardens
- D. 25 Bayview Dr



APPLICATION FOR ABATEMENT WATER / WASTEWATER DEPARTMENT

196 Chatham Road, Harwich MA 02645
P: 508-432-0304 | customerservice@harwichwater.com

OFFICE USE ONLY

Fiscal Year: _____
Date Rec'd: _____
Account #: _____

To the Board of Water/Wastewater Commissioners:

Name of Applicant: FY22 Q4 Water Department Usage hereby applies for abatement.

Property Owner: _____

Property Location: _____

Email Address: _____

Phone: _____ Mobile Phone: _____

Total Bill Amount: \$2,347.88 Water Bill #: See below

Amount Requested: _____

Reason for Abatement Request (attach additional sheet if necessary)

Bill#	Unpaid Bal	Bill#	Unpaid Bal	Bill#	Unpaid Bal
446986	47.70	456547	203.05	456553	185.02
447184	46.35	456548	45.00	456554	287.19
449782	47.70	456549	329.26	456555	46.35
454825	50.40	456550	233.10	456560	45.00
455159	45.00	456551	45.00	456799	46.35
456545	45.00	456552	383.35	457017	170.71
456546	46.35				

Signature of Applicant: Sandra Sieger Date: _____

SUBMIT completed application and required documentation to customerservice@harwichwater.com or mail to Harwich Water Department, Attention: BOWWC 196 Chatham Rd., Harwich MA 02645
MUST BE FILED WITH THE HARWICH BOARD OF WATER/WASTEWATER COMMISSIONERS NO LATER THAN THE DUE DATE WHICH THE WATER CHARGE BECAME A PART

OFFICE USE ONLY

Board of Water/Wastewater Commissioners:

Meeting Date: _____ Approved Amount: _____ Denied

Signature(s):

X

X

X

X

X

Notes:

Water & Wastewater Department
FY22 Q4 INTERNAL A/R ADJUSTMENTS

Board of Water & Wastewater Commissioners

Total (\$3,892.79)
 Meeting Date 07/27/22

Gary Carreiro _____
 Judith Underwood _____
 Allin Thompson _____
 Noreen Donahue _____
 John Gough _____

EFF DATE	ADJTYPE	SRC	JOURNAL	PER	REF1	AMOUNT
04/01/22	1WATER	UBM	8	10	040122	45.00
04/01/22	1WATER	UBM	7	10	040122	-45.00
04/01/22	1WATER	UBM	5	10	4122	-1.35
04/06/22	1WATER	UBM	33	10	00918	-9.45
04/12/22	1WATER	UBM	79	10	41222	-1.35
04/20/22	1WATER	UBM	167	10	42022	-1.29
04/21/22	1WATER	UBM	177	10	42122	38.56
04/21/22	1WATER	UBM	176	10	42122	-2.70
04/25/22	1WATER	UBM	217	10	42522	446.85
04/26/22	1WATER	UBM	223	10	42622	-2.70
05/12/22	HYDMTR	UBM	159	11	050522	-100.00
05/12/22	HYDUSE	UBM	159	11	050522	-20.00
05/12/22	MISAPP	UBM	159	11	050522	-150.00
05/12/22	3SEASN	UBM	158	11	051222	-50.00
05/12/22	EMERG	UBM	158	11	051222	-150.00
05/12/22	1WATER	UBM	157	11	040722	-2,154.17
05/24/22	1WATER	UBM	288	11	52422	-70.45
06/02/22	1WATER	UBM	12	12	6222	-4.05
06/16/22	FRZMTR	UBM	295	12	062922	-408.06
06/16/22	INSLAB	UBM	295	12	062922	-555.00
06/16/22	MATERL	UBM	295	12	062922	-37.64
06/16/22	SVCLAB	UBM	295	12	062922	-50.00
06/24/22	1WATER	UBM	250	12	62422	-5.40
06/28/22	3SEASN	UBM	286	12	062822	50.00
06/28/22	1WATER	UBM	277	12	062822	-354.59
TOTAL SERVICE ADJUSTMENTS						-3,592.79

DATE	TYPE	ACCT	BILLNO	ADDRESS	AMOUNT
04/22/22	1XLFEE	362	426236	53 FREEMAN ST	-25.00
04/05/22	1XLFEE	6734	432606	124 GREAT WESTERN RD	-25.00
04/11/22	1XLFEE	576	426450	18 SEA ST	-25.00
04/13/22	1XLFEE	2065	427939	681 QUEEN ANNE RD	-25.00
04/26/22	1XLFEE	6145	432017	34 BASSETTS LN	-25.00
06/03/22	LFEE / TAX TAKING	8174	444395	109 QUEEN ANNE RD	-25.00
06/07/22	1XLFEE	3919	440149	14 RUSSELL DR	-25.00
06/14/22	1XLFEE	7970	444191	15 PARTRIDGE LN	-25.00
06/14/22	1XLFEE	6906	443136	9 MALLARD LN	-25.00
06/17/22	1XLFEE	8690	444911	130 HEADWATERS DR	-25.00
06/21/22	1XLFEE	6415	442645	13 INDIGO LN	-25.00
06/22/22	1XLFEE	3287	439517	10 RAINBOW WAY	-25.00
TOTAL LATE FEES					-300.00

Form Name: Abatement Application
Date of Submission: Mon, 11 Jul 2022 14:04:07 -0400

Name of Applicant: Town of Harwich
Mailing Address: 732 Main Street
City/Town: Harwich
State: Massachusetts
Zip/Postal Code: 02645
Phone Number: 508-430-7513
Email Address:
Date of Water Use Charge: 21 June 2022
Name of Person Assessed (Owner): Harwich/Brooks Academy Museum
Location and Description of Property: Brooks Academy Museum, 80 Parallel Street
Total Amount Assessed: 617.74
Total Amount Requested: 572.74
If request is for Water Usage, what is the requested amount?: 572.74
Reason For Abatement Request: Believe this is due to a leak and not actual water usage.
SUBSCRIBED THIS DAY UNDER PENALTIES OF PERJURY: 11 July 2022
AGREE?: Checked

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

Accounts

Account: 00210

HARWICH/ BROOKS ACADEMY 80 PARALLEL ST.

7/18/22 JONIE FROM HIGHWAY CALLED. SHE WANTED MORE INFO RE: THERE ARE TWO BACKFLOWS AT THIS LOCATION. THERE IS ONE BACKFLOW THAT IS FOR THE TWO SPIGOTS BY THE WATER FOUNTAIN AND THE OTHER BACKFLOW IS FOR THE DRIP IRRIGATION FOR GARDEN ACROSS THE STREET. THE BACKFLOW THAT GOES TO THE TWO SPIGOTS HAS A LEAK SOMEWHERE AND BRIAN ABLEE KNOWS ABOUT IT..

7/11/22 ABATEMENT REQUEST RECEIVED. BOWWC WILL REVIEW ON 7/27.

3/14/22 ADMIN CALLED ABOUT AN ABATEMENT. SPOKE WITH DP.

10/13/21 READ TAKEN AS 26220000. (ANOTHER 139,000 GAL) JOANIE AT HIGHWAY WILL REACH OUT TO SEAN OR BOO. WM / SEAN WILL TEST IRRIGATION.

10/12/21 CALL FROM ADMIN ASKING ABOUT THE USAGE. WE WILL CONFIRM 10/13

6/29/21 AFTER HOURS CALL OUT FOR LEAK. / DANA FOUND LEAK IN IRRIGATION, WILL TALK WITH SEAN LIBBY.

7/18/16 MARKED WATER.

7/15/16 M/O REQ'D BY CURATOR, JIM PARKER (P 508-918-5737). MARKOUT VICINITY OF THE CROWELL BARN AS WELL, ACCOUNT 9948. SC

8/18/15 CHANGED TO RADIO. 1480000

6/30/14 MARTHA HESELTINE (508-432-2306) CALLED BECAUSE AN OUTSIDE "VALVE" WAS TAKING A WHILE TO SHUT OFF COMPLETELY. SHE SAID IT WAS OVERFLOWING AND FINALLY IT SHUT OFF AFTER 15 MINUTES. SHE CALLED AND LEFT A MESSAGE AT BROOKS ACADEMY BUT NOONE WAS THERE. SINCE THE VALVE SHE WAS TALKING ABOUT WAS OUTSIDE SHE WAS ADVISED TO CONTACT A PLUMBER. TA

12/5/13 READ METER FOR BROKEN IRRIGATION BACKFLOW 1304. TA

11/26/13 MUSEUM CALLED TO REPORT LEAK OFF OF WALKWAY OUTSIDE. TA

6/1/11 UPDATED ACCOUNT NAME TO INCLUDE "HARWICH/" TO BE CONSISTENT WILL ALL "TOWN" ACCOUNTS. TOWN HALL RECEIVES BILL. SC

03/23/06 HIGH CONS. SH TO PROPERTY FOR VISUAL READ, CONFIRMED, SPOKE TO PAUL MURPHY 341,000 GAL

DATE	CODE	READING	USAGE	AMOUNT	BALANCE
03/16/2005	10	257000	3000	50.00	105.25
01/06/2005	70			55.25	55.25
09/24/2004	80	254000	18000	.00	.00
03/09/2004	80	236000	14000	.00	.00
09/26/2003	80	222000	30000	.00	.00
03/26/2003	80	192000	34000	.00	.00
05/06/2002	80	158000	6000	.00	.00
11/28/2001	80	152000	6000	.00	.00
02/13/2001	80	146000	7000	.00	.00
08/03/2000	80	139	3	.00	.00
04/21/2000	80	136	63	.00	.00
10/23/1999	100			.00	.00



07/26/2022 10:20
talves

TOWN OF HARWICH - LIVE DATA
ACCOUNT SUMMARY

P 1
ubacthst

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
00210 80	300206 PARALLEL ST HARWICH/BROOKS ACADEMY							
			HA MA 02645		40/J9-E		617.74	617.74
		06/30/2022	447046	1WATER-001 Charge			617.74	
		04/15/2022	436442	1WATER-001 Pmt Pr		2736000 113000	-46.35	
		03/31/2022	436442	1WATER-001 Charge		2623000 1000	46.35	
		01/21/2022	426085	1WATER-001 Pmt Pr			-774.00	
		12/30/2021	426085	1WATER-001 Charge		2622000 139000	774.00	
		11/02/2021	415636	1WATER-001 Pmt Pr	CHECK	Chk/Ref # 227474	-3099.87	
		10/01/2021	415636	1WATER-001 Charge		2483000 526000	3099.87	
		09/20/2021	415189	EMERG -001 Pmt Pr			-150.00	
		07/12/2021	415189	EMERG -001 Charge			150.00	
		07/19/2021	405194	1WATER-001 Pmt Pr			-131.02	
		06/29/2021	405194	1WATER-001 Charge		1957000 32000	131.02	
		04/16/2021	394652	1WATER-001 Pmt Pr			-35.00	
		04/02/2021	394652	1WATER-001 Charge		1925000	35.00	
		03/08/2021	384199	1WATER-001 Pmt Pr	CHECK	Chk/Ref # 223284	-374.26	
		12/31/2020	384199	1WATER-001 Charge		1925000 77000	374.26	
		11/09/2020	373301	1WATER-001 Pmt Pr	CHECK	Chk/Ref # 221334	-1226.54	
		09/30/2020	373301	1WATER-001 Charge		1848000 226000	1226.54	
		09/08/2020	362875	1WATER-001 Pmt Pr			-36.29	
		06/26/2020	362875	1WATER-001 Charge		1622000 1000	36.29	
		05/11/2020	352618	1WATER-001 Pmt Pr			-36.29	
		04/17/2020	352618	1WATER-001 Charge		1621000 1000	36.29	
		03/10/2020	342305	1WATER-001 Pmt Pr			-35.00	
		01/09/2020	342305	1WATER-001 Charge		1620000	35.00	
		12/13/2019	331848	1WATER-001 Pmt Pr			-53.27	
		10/04/2019	331848	1WATER-001 Charge		1620000 11000	53.27	
		07/19/2019	321479	1WATER-001 Pmt Pr			-37.58	
		06/28/2019	321479	1WATER-001 Charge		1609000 2000	37.58	
		05/01/2019	310953	1WATER-001 Pmt Pr			-36.29	
		04/09/2019	310953	1WATER-001 Charge		1607000 1000	36.29	
		02/04/2019	300613	1WATER-001 Pmt Pr			-37.58	
		01/10/2019	300613	1WATER-001 Charge		1606000 2000	37.58	

** END OF REPORT - Generated by Tracey **

Form Name: Abatement Application
Date of Submission: Mon, 25 Jul 2022 09:27:34 -0400

Name of Applicant: Conservation Department

Mailing Address: 732 Main St

City/Town: Harwich

State: Massachusetts

Zip/Postal Code: 02645

Phone Number: 5084307538

Email Address:

Date of Water Use Charge: 25 July 2022

Name of Person Assessed (Owner): HARWICH/THOMPSONS FIELD

Location and Description of Property: Spigot at Chatham Rd Parking Lot for Thompsons Field

Total Amount Assessed: 425.42

Total Amount Requested: 364.20

Reason For Abatement Request: Spigot leaked throughout the winter and has continued to leak despite efforts of the DPW. DPW has attempted to get the part to fix the issue, but there have been delays in actually getting the part.

We did pay the full amount for our April 2022 bill

SUBSCRIBED THIS DAY UNDER PENALTIES OF PERJURY: 25 July 2022

AGREE?: Checked

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

08447



Accounts

Account: 08447

HARWICH/ THOMPSONS FIELD 150 CHATHAM RD. *** METER PIT ***

7/25/22 ABATEMENT REQUEST RECEIVED. BOWWC WILL REVIEW ON 7/27

1/2/20 HANDLE IS BROKEN PER RESIDENT, NOTIFIED HIGHWAY DEPT. (NOTE FROM 12/31 WAS NOT YET ADDED WHEN THIS RESIDENT REPORTED BROKEN HANDLE..)

12/31/19 YARD HYDRANT BROKEN. WATER IS OFF IN PIT. BOO AT HIGHWAY IS AWARE OF SITUATION.

10/6/17 LEAK AT PUMP. TECH WILL CHECK. WM / Got water to stop leaking. Guts need to be replaced before winter./ RELAYED TO SH WHO WILL INFORM SHAWN. 3/7/17 NOT READING

8/9/16 GARDEN CLUB CALLED ABOUT THEIR YARD HYDRANT HAVING A ZIP TIE ON IT AND THINK IT MAY BE LEAKING. SH WILL ASSESS. TA / REPAIR YARD HYDRANT
8/5/16 DOG WALKER THINKS HE HEARS WATER RUNNING EVEN THOUGH THERE IS NO VISIBLE LEAK ON THEIR YARD HYDRANT. / DOG PARK YARD HYDRANT LEAKS WHEN IN OFF POSITION. / JE AND SH ADJUSTED YARD HYDRANT
3/1/16 Moved yard hydrant and added tee and another yard hydrant down the dog path.

7/24/15 YARD HYDRANT WAS LEAKING / REPLACED YARD HYDRANT. TA
6/26/15 WATER SPIGOT WONT SHUT OFF. / WATER SPIGOT NEEDS TO BE REPLACED, PUT SHUT OFF ON VALVE.

7/29/13 WATER OFF. REPAIRS NEEDED. ANNA
7/29/13 RESIDENT REPORTED THE FAUCET IS LEAKING PRETTY BADLY. STEVE TO SHUT OFF WATER. ANNA
7/18/13 FLUSHED YARD HYDRANT. WORKS FINE NOW. ANNA
7/18/13 RESIDENT REPORTED THE WATER PUMP AT THE ENTRANCE IS LEAKING/IN NEED OF ADJUSTMENT. ANNA

2/1/12 INSTALLED RADIO 0414
10/14/10 SOMEONE CAME IN TO SAY WATER WAS NOT ON ALL THE WAY.
9/30/08 TROUBLE READING. WATER ON.
03/08/06 FAUCET LEAKING - TURN OFF IN PIT - READING 0246,040

DATE	CODE	READING	USAGE	AMOUNT	BALANCE
04/14/2005	10	153000	2000	50.00	188.95
01/06/2005	70			138.95	138.95
10/14/2004	80	151000	52000	.00	.00
04/08/2004	80	99000	47000	.00	.00
10/22/2003	80	52000	23000	.00	.00
04/28/2003	80	29000		.00	.00
11/01/2002	80	29000	6000	.00	.00
06/03/2002	80	23000	2000	.00	.00
01/29/2002	80	21000	5000	.00	.00
02/13/2001	80	16000	3000	.00	.00
08/03/2000	80	13	1	.00	.00
04/21/2000	80	12	1	.00	.00
10/23/1999	100			.00	.00



07/26/2022 10:23
talves

TOWN OF HARWICH - LIVE DATA
ACCOUNT SUMMARY

P 1
ubacthst

AR Category: 60

Form Type: A ACCOUNT DETAIL

Account # Location	Customer Name	Date	Bill#	P	Service #	Type	Parcel	Interest Due		Ending Balance	Total Due	
								Curr	Read #	Usage		Amount
08447 150	307979 CHATHAM RD *PIT											
	HARWICH/THOMPSONS FIELD											
	SH MA 02645						42/C2-E			.00	425.42	425.42
	06/30/2022	455269			1WATER-001	Charge		1642000	81000		425.42	
	05/03/2022	444668			1WATER-001	Pmt Pr					-311.23	
	03/31/2022	444668			1WATER-001	Charge		1561000	62000		311.23	
	01/21/2022	434311			1WATER-001	Pmt Pr					-125.06	
	12/30/2021	434311			1WATER-001	Charge		1499000	27000		125.06	
	11/02/2021	423860			1WATER-001	Pmt Pr					-133.36	
	10/01/2021	423860			1WATER-001	Charge		1472000	29000		133.36	
	08/13/2021	413412			1WATER-001	Pmt Pr					-61.22	
	06/29/2021	413412			1WATER-001	Charge		1443000	14000		61.22	
	05/03/2021	402862			1WATER-001	Pmt Pr					-42.74	
	04/02/2021	402862			1WATER-001	Charge		1429000	6000		42.74	
	02/23/2021	392409			1WATER-001	Pmt Pr					-50.62	
	12/31/2020	392409			1WATER-001	Charge		1423000	10000		50.62	
	11/09/2020	381512			1WATER-001	Pmt Pr					-150.77	
	09/30/2020	381512			1WATER-001	Charge		1413000	37000		150.77	
	07/20/2020	371084			1WATER-001	Pmt Pr					-63.87	
	06/26/2020	371084			1WATER-001	Charge		1376000	15000		63.87	
	06/16/2020	360827			1WATER-001	Pmt Pr					-53.27	
	04/17/2020	360827			1WATER-001	Charge		1361000	11000		53.27	
	02/04/2020	350513			1WATER-001	Pmt Pr					-225.54	
	01/09/2020	350513			1WATER-001	Charge		1350000	51000		225.54	
	10/28/2019	340058			1WATER-001	Pmt Pr					-150.77	
	10/04/2019	340058			1WATER-001	Charge		1299000	37000		150.77	
	07/19/2019	329690			1WATER-001	Pmt Pr					-67.82	
	06/28/2019	329690			1WATER-001	Charge		1262000	16000		67.82	
	05/20/2019	319165			1WATER-001	Pmt Pr	CHECK	Chk/Ref # 211597			-47.97	
	04/09/2019	319165			1WATER-001	Charge		1246000	9000		47.97	
	02/11/2019	308825			1WATER-001	Pmt Pr	CHECK	Chk/Ref # 209655			-58.57	
	01/10/2019	308825			1WATER-001	Charge		1237000	13000		58.57	

** END OF REPORT - Generated by Tracey **

Form Name: Abatement Application
Date of Submission: Mon, 25 Jul 2022 09:34:41 -0400

Name of Applicant: Conservation Department
Mailing Address: 732 Main St
City/Town: Harwich
State: Massachusetts
Zip/Postal Code: 02645
Phone Number: 5084307538
Email Address: _____
Date of Water Use Charge: 25 July 2022
Name of Person Assessed (Owner): HARWICH/COMM GARDENS
Location and Description of Property: Harwich Community Gardens at 50 Sisson Rd.
Total Amount Assessed: 822.08
Total Amount Requested: 333.42
Reason For Abatement Request: Spigots have leaked since being turned on. Gardeners do not start using the water until May. DPW has attempted to get the part to fix the issue, but there have been delays in actually getting the part.

In 2021 Conservation paid \$488.66 for the Ma
SUBSCRIBED THIS DAY UNDER PENALTIES OF PERJURY: 25 July 2022
AGREE?: Checked

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

05013

Accounts

Account: 08447

HARWICH/ THOMPSONS FIELD 150 CHATHAM RD. *** METER PIT ***

7/25/22 ABATEMENT REQUEST RECEIVED. BOWWC WILL REVIEW ON 7/27

1/2/20 HANDLE IS BROKEN PER RESIDENT, NOTIFIED HIGHWAY DEPT. (NOTE FROM 12/31 WAS NOT YET ADDED WHEN THIS RESIDENT REPORTED BROKEN HANDLE..)

12/31/19 YARD HYDRANT BROKEN. WATER IS OFF IN PIT. BOO AT HIGHWAY IS AWARE OF SITUATION.

10/6/17 LEAK AT PUMP. TECH WILL CHECK. WM / Got water to stop leaking. Guts need to be replaced before winter. / RELAYED TO SH WHO WILL INFORM SHAWN.
3/7/17 NOT READING

8/9/16 GARDEN CLUB CALLED ABOUT THEIR YARD HYDRANT HAVING A ZIP TIE ON IT AND THINK IT MAY BE LEAKING. SH WILL ASSESS. TA / REPAIR YARD HYDRANT
8/5/16 DOG WALKER THINKS HE HEARS WATER RUNNING EVEN THOUGH THERE IS NO VISIBLE LEAK ON THEIR YARD HYDRANT. / DOG PARK YARD HYDRANT LEAKS WHEN IN OFF POSITION. / JE AND SH ADJUSTED YARD HYDRANT
3/1/16 Moved yard hydrant and added tee and another yard hydrant down the dog path.

7/24/15 YARD HYDRANT WAS LEAKING / REPLACED YARD HYDRANT. TA
6/26/15 WATER SPIGOT WONT SHUT OFF. / WATER SPIGOT NEEDS TO BE REPLACED, PUT SHUT OFF ON VALVE.

7/29/13 WATER OFF. REPAIRS NEEDED. ANNA
7/29/13 RESIDENT REPORTED THE FAUCET IS LEAKING PRETTY BADLY. STEVE TO SHUT OFF WATER. ANNA
7/18/13 FLUSHED YARD HYDRANT. WORKS FINE NOW. ANNA
7/18/13 RESIDENT REPORTED THE WATER PUMP AT THE ENTRANCE IS LEAKING/IN NEED OF ADJUSTMENT. ANNA

2/1/12 INSTALLED RADIO 0414
10/14/10 SOMEONE CAME IN TO SAY WATER WAS NOT ON ALL THE WAY.
9/30/08 TROUBLE READING. WATER ON.
03/08/06 FAUCET LEAKING - TURN OFF IN PIT - READING 0246,040

DATE	CODE	READING	USAGE	AMOUNT	BALANCE
04/14/2005	10	153000	2000	50.00	188.95
01/06/2005	70			138.95	138.95
10/14/2004	80	151000	52000	.00	.00
04/08/2004	80	99000	47000	.00	.00
10/22/2003	80	52000	23000	.00	.00
04/28/2003	80	29000		.00	.00
11/01/2002	80	29000	6000	.00	.00
06/03/2002	80	23000	2000	.00	.00
01/29/2002	80	21000	5000	.00	.00
02/13/2001	80	16000	3000	.00	.00
08/03/2000	80	13	1	.00	.00
04/21/2000	80	12	1	.00	.00
10/23/1999	100			.00	.00



07/26/2022 10:26
taives

TOWN OF HARWICH - LIVE DATA
ACCOUNT SUMMARY

P 1
ubacthst

AR Category: 60

Form Type: A ACCOUNT DETAIL

Account #	Customer Name	Parcel	Interest Due	Ending Balance	Total Due
Location	Date	Bill# P Service # Type	Curr Read # Usage	Amount	
08447	307979 HARWICH/THOMPSONS FIELD			425.42	425.42
150	CHATHAM RD *PIT	42/C2-E	.00		
	06/30/2022 455269 1WATER-001 Charge		1642000 81000	425.42	
	05/03/2022 444668 1WATER-001 Pmt Pr			-311.23	
	03/31/2022 444668 1WATER-001 Charge		1561000 62000	311.23	
	01/21/2022 434311 1WATER-001 Pmt Pr			-125.06	
	12/30/2021 434311 1WATER-001 Charge		1499000 27000	125.06	
	11/02/2021 423860 1WATER-001 Pmt Pr			-133.36	
	10/01/2021 423860 1WATER-001 Charge		1472000 29000	133.36	
	08/13/2021 413412 1WATER-001 Pmt Pr			-61.22	
	06/29/2021 413412 1WATER-001 Charge		1443000 14000	61.22	
	05/03/2021 402862 1WATER-001 Pmt Pr			-42.74	
	04/02/2021 402862 1WATER-001 Charge		1429000 6000	42.74	
	02/23/2021 392409 1WATER-001 Pmt Pr			-50.62	
	12/31/2020 392409 1WATER-001 Charge		1423000 10000	50.62	
	11/09/2020 381512 1WATER-001 Pmt Pr			-150.77	
	09/30/2020 381512 1WATER-001 Charge		1413000 37000	150.77	
	07/20/2020 371084 1WATER-001 Pmt Pr			-63.87	
	06/26/2020 371084 1WATER-001 Charge		1376000 15000	63.87	
	06/16/2020 360827 1WATER-001 Pmt Pr			-53.27	
	04/17/2020 360827 1WATER-001 Charge		1361000 11000	53.27	
	02/04/2020 350513 1WATER-001 Pmt Pr			-225.54	
	01/09/2020 350513 1WATER-001 Charge		1350000 51000	225.54	
	10/28/2019 340058 1WATER-001 Pmt Pr			-150.77	
	10/04/2019 340058 1WATER-001 Charge		1299000 37000	150.77	
	07/19/2019 329690 1WATER-001 Pmt Pr			-67.82	
	06/28/2019 329690 1WATER-001 Charge		1262000 16000	67.82	
	05/20/2019 319165 1WATER-001 Pmt Pr	CHECK	Chk/Ref # 211597	-47.97	
	04/09/2019 319165 1WATER-001 Charge		1246000 9000	47.97	
	02/11/2019 308825 1WATER-001 Pmt Pr	CHECK	Chk/Ref # 209655	-58.57	
	01/10/2019 308825 1WATER-001 Charge		1237000 13000	58.57	

** END OF REPORT - Generated by Tracey **

Abatement Application

Name of Applicant*

Mailing Address*

City/Town*

State*

Zip/Postal Code*

Phone Number*

Mobile Phone Number

Email Address*

The above named person, aggrieved by a Water Use Charge, hereby applies for an abatement

Date of Water Use Charge*

Name of Person Assessed (Owner)*

Location and Description of Property*

25 Bayview, Harwich Port 02646 Single-family dwelling.

Total Amount Assessed*

Total Amount Requested*

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

If request is for a late fee, what is the requested amount?

If request is for another reason, what is the requested amount?

Reason For Abatement Request*

On 1/28/22 we received a call from Harwich Water stating that a neighbor reported water coming from beneath our house. You immediately shut off the water and we found a plumber, TC Plumbing, who was able to work on the leaks. They replaced all the pip

<-- Please enter a value that is no longer than 250 characters

SUBSCRIBED THIS DAY UNDER PENALTIES OF PERJURY*

THE FILING OF THIS APPLICATION DOES NOT STAY THE COLLECTION OF THE CHARGE. IT SHOULD BE PAID AS ASSESSED. REFUND WILL FOLLOW IF ABATEMENT IS ALLOWED.

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

Customer Service - Harwich Water

From: >
Sent: Friday, July 22, 2022 12:02 PM
To: Customer Service - Harwich Water
Subject: Abatement application for 25 Bayview Harwich Port
Attachments: harwich water abatement form.pdf; tc plumber bill for pipe breakage.pdf; Quote_370566 (3).pdf

Tracy,

Attached please find the application for abatement, dated May 23, as well as the plumbing bills for the repairs. We have not completed the repairs as our den ceiling has to be removed in order to access broken pipes in our upstairs master bath. We are waiting until the season is over to tear up the den.

Please add my email address to our water account. You have my telephone number.

Thank you,

Myra Dial

TC TYNDALL & CLARK PLUMBING
AND HEATING CO., INC.

18 ATLANTIC AVENUE
SOUTH DENNIS, MA 02660

Invoice

Date	Invoice #
4/15/2022	338498

Bill To
F 5 At

Ship To
P. 25 Bayview Road Harwichport, MA

Terms

Item	Description	Qty	Rate	Amount
TRIP CHARGE	TRIP CHARGE	2	30.00	60.00
LABOR BILLED	LABOR - PLUMBING 4/12/22 4/14/22	32	115.00	3,680.00
1" BALL VALVE	1" BALL VALVE	1	31.45	31.45T
1" C 90	1" COPPER 90	1	5.38	5.38T
1/2" C COUPLING	1/2" COPPER COUPLING	5	0.94	4.70T
1/2" C L TUBING	1/2" COPPER L TUBING	6	3.16	18.96T
3/4" C X 1/2" C C...	3/4" C X 1/2" C COUPLING	1	2.65	2.65T
1/2" C 45	1/2" COPPER 45	1	1.90	1.90T
3/4" C 90	3/4" COPPER 90	1	2.38	2.38T
3/4" C COUPLING	3/4" COPPER COUPLING	13	1.78	23.14T
3/4" BALL VALVE	3/4" BALL VALVE	2	20.29	40.58T
MOEN POSI-TE...	POSI TEMP CARTRIDGE	1	77.45	77.45T
3/4" C L TUBING	3/4" COPPER L TUBING	21	4.64	97.44T
<p>PLUMBING REPAIR WORK TO DATE. REPAIR/REPLACE PIPE AND FITTINGS FROM FREEZE DAMAGE. THERE IS MORE DAMAGED PIPING AND FIXTURES THAT NEEDS REPLACING.</p>				

Subtotal	\$4,046.03
Sales Tax 6.25% (6.25%)	\$19.13
Balance Due	\$4,065.16

We depend upon electricity for all the daily necessities of life. When the power goes out, save the day with a natural gas automatic back-up generator supplied and installed by Tyndall & Clark.

P R I C E Q U O T A T I O N
 SNOW and JONES INC.
 167 WHITE'S PATH
 SO YARMOUTH, MA 02664

508-394-0911

Page : 1

Printed At : 11:41:41 04 MAY 2022

Quote Date 05/04/22	Quote No. 370566	Quote Expiration Date 06/03/22	Writer 196	Slsm HS	WH 3	
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Quoted To: SOL-Y

Ship To: SOL-Y

SOLUTIONS-YARMOUTH
 167 WHITE'S PATH
 S. YARMOUTH, MA. 02664-1217

SOLUTIONS-YARMOUTH
 167 WHITE'S PATH
 S. YARMOUTH, MA. 02664-1217

Quotation Note:

DIAL- TC							
Ln		Order Quant	EDP Code / Description	Net Price	UM	Ext Price	
1		1	K3949WHI HIGHLINE 14" EB 1.28G TLT WHI	408.488	EA	408.49	
2		1	K4636WHI CACHET Q3 EB TLT SEAT WHI	54.600	EA	54.60	
3			STOCK				

THANK YOU FOR YOUR BUSINESS
 Freight will be added if applicable.

Sub-Total	\$463.09
MASS TAXABLE Tax	\$28.94
Quotation Total	----- \$492.03

Accounts

Account: 01182

25 BAYVIEW RD **ONE-TIME LATE FEE REMOVAL PROCESSED 2/11/20**

7/22/22 OWNER CALLED AND WILL FILE FOR AN ABATEMENT FOR A LEAK THAT OCCURRED OVER THE WINTER - SHE THOUGHT SHE HAD SENT THE ABATEMENT REQUEST OVER ALREADY BUT HAD NOT. BOWWC WILL REVIEW ON 7/26.

5/3/22 MRS DIAL. WILL FILE FOR ABATEMENT.

4/12/22 Turned on and flushed change frozen meter 050592599
4/12/22 METER IS SPLIT AND WATER NEEDS TO BE TURNED ON AT ROAD PER LEE CLARKE OF TYNDALL PLUMBING. MADE APPT FOR 1PM TODAY, JL WILL GO.

1/28/22 (AFTER HOURS CALL FOR STANDBY 12:51PM FRIDAY) SOMEONE PASSING BY HOUSE (BOB NICKERSON 817-319-8779) NOTICED WATER LEAKING FROM UNDER HOME. DISPATCHED TECH. WM / TALKED WITH MRS. DIAL AND LET HER KNOW THAT WATER IS OFF AT ST. WE MENTIONED COURTESY CALLS/EMAIL BUT SHE SAID THEY WERE HAVING KITCHEN WORK DONE. WM / TECH NOTE: Shut water off at street and dropped meter so it wouldn't freeze. 0505925.99. Pipe was just split just past the meter at there ball valve.

12/20/21 NO ANSWER FOR COURTESY CALL.
12/9/21 SENT COURTESY SEASONAL EMAIL.

4/21/21 0102938.61 on
4/13/21 TURN ON PER DAN CASEY. TA

11/30/20 OFF. 010293.61
11/20/20 TURN OFF REQUEST. TA
3/19/20 ON, SEE S/O FOR READING. SS
3/17/20 TURN ON REQUEST PER BARTELS. TA
2/11/20 ONE-TIME LATE FEE PROCESSED FOR BILL #332817 IN AMOUNT OF \$25.00. / SENT RESPONSE VIA EMAIL THAT WE WERE PROCESSING IT. TA
11/14/20 Oip 8513072
11/12/19 OFF REQUESTED BY BARTELS FOR ANYTIME. WM
3/22/19 On, 0062174.20
3/15/19 TURN ON BY 4/2 PER BARTELS

11/6/18 MAIL RETURNED. OWNER SAID ADDRESS HAS NOT CHANGED SO WE EMAILED A COPY OVER SO THAT WE CAN REACH OUT TO THE POST OFFICE. WM
10/30/18 0062174.09 off
10/24/18 TURN OFF PER BARTELS. TA
5/10/18 ON. 0018243.33
5/7/18 TURN ON REQUEST.
11/6/17 off 0018243
11/1/17 TURN OFF REQUEST PER PATTY. TA
5/2/17 ON AND CHANGED NON-REGISTERING(?) METER. 0271560 (ADJUSTED THE DIFFERENCE DUE TO IT BEING BACKWARDS)
4/24/17 TURN ON REQUEST. TA

11/9/16 PATTY LYNN DIAL CALLED TO REQUEST TURN OFF, PROPERTY IS ALREADY OFF. TA
11/2/16 off 0271560 BP DID NOT READ NOTE
10/27/16 JIM CASEY OF CASEY PLUMBING REQUESTED OFF; ANYTIME. NOTED BACKWARDS METER ON W/O.
9/14/16 READING 275000 FROM 289000. BACKWARDS. WILL CHANGE AT TURN OFF.

5/4/16 ON 0289080
4/25/16 TURN ON REQUEST. TA
11/17/15 OFF 028907 o. TA
11/12/15 TURN OFF ANYTIME PER PATTY LYNN DIAL. TA



07/26/2022 10:28
talves

TOWN OF HARWICH - LIVE DATA
ACCOUNT SUMMARY

P 1
ubacthst

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
01182 25	BAYVIEW RD	301171			HP MA 02645		14/Z12-2-R	.00	2403.25	2403.25
		06/30/2022	448017		1WATER-001	Charge				
		05/31/2022	446477		SVCLAB-001	Pmt Pr				
		05/31/2022	446477		FRZMTR-001	Pmt Pr	CHECK	4000 5000	51.75	
		04/29/2022	446477		SVCLAB-001	Charge		Chk/Ref # 958886	-50.00	
		04/29/2022	446477		FRZMTR-001	Charge		Chk/Ref # 958886	-408.06	
		06/02/2022	437413		LFEE -001	Penlty			50.00	
		03/31/2022	437413		3SEASN-001	Charge			408.06	
		03/31/2022	437413		1WATER-001	Charge			25.00	
		03/02/2022	436126		EMERG -001	Pmt Pr	CHECK	505000 389000	50.00	
		01/31/2022	436126		EMERG -001	Charge		Chk/Ref # 996279	2276.50	
		02/03/2022	427056		1WATER-001	Pmt Pr	CHECK		-100.00	
		12/30/2021	427056		1WATER-001	Charge		Chk/Ref # 996249	100.00	
		11/02/2021	416606		3SEASN-001	Pmt Pr	CHECK	116000 1000	-46.35	
		11/02/2021	416606		1WATER-001	Pmt Pr	CHECK	Chk/Ref # 996131	46.35	
		10/01/2021	416606		1WATER-001	App Cr		Chk/Ref # 996131	-50.00	
		10/01/2021	416606		3SEASN-001	Charge			-15.23	
		10/01/2021	416606		1WATER-001	Charge			-46.13	
		10/01/2021	406164		1WATER-001	App Cr		115000 10000	50.00	
		06/29/2021	406164		1WATER-001	App Cr			61.36	
		06/29/2021	406164		1WATER-001	App Cr			46.13	
		06/29/2021	395621		1WATER-001	App Cr		105000 3000	-85.00	
		05/13/2021	395621		1WATER-001	Pmt Pr	CHECK		38.87	
		05/03/2021	395621		3SEASN-001	Pmt Pr	CHECK	Chk/Ref # 995960	85.00	
		05/03/2021	395621		1WATER-001	Pmt Pr	CHECK	Chk/Ref # 995937	-85.00	
		04/02/2021	395621		3SEASN-001	Charge		Chk/Ref # 995937	-50.00	
		04/02/2021	395621		1WATER-001	Charge			-35.00	
		02/05/2021	385168		1WATER-001	Revers	CHECK	102000	50.00	
		02/05/2021	385168		1WATER-001	Pmt Pr	CHECK		35.00	
		02/02/2021	385168		1WATER-001	Pmt Pr	CHECK	Chk/Ref # 995849	35.00	
		12/31/2020	385168		1WATER-001	Charge		Chk/Ref # 995849	-35.00	
		11/09/2020	383371		3SEASN-001	Pmt Pr	CHECK	102000	35.00	
		09/30/2020	383371		3SEASN-001	Charge		Chk/Ref # 995743	-50.00	
		11/09/2020	374270		1WATER-001	Pmt Pr	CHECK		50.00	
		09/30/2020	374270		1WATER-001	App Cr		Chk/Ref # 995743	-63.86	
		09/30/2020	374270		1WATER-001	Charge			-.01	
		09/30/2020	363844		1WATER-001	App Cr		102000 15000	63.87	
		08/04/2020	363844		1WATER-001	Pmt Pr	CHECK		.01	
		06/26/2020	363844		1WATER-001	Charge		Chk/Ref # 995635	-37.59	
		05/15/2020	353587		3SEASN-001	Pmt Pr	CHECK	87000 2000	37.58	
		05/15/2020	353587		1WATER-001	Pmt Pr	CHECK	Chk/Ref # 995549	-50.00	
		04/17/2020	353587		1WATER-001	App Cr		Chk/Ref # 995549	-34.00	
		04/17/2020	353587		3SEASN-001	Charge			-1.00	
		04/17/2020	353587		1WATER-001	Charge			50.00	
		04/17/2020	343274		1WATER-001	App Cr		85000	35.00	
		02/28/2020	343274		1WATER-001	App Cr			1.00	
		01/30/2020	343274		1WATER-001	Pmt Pr	CHECK		-25.00	
		01/09/2020	343274		1WATER-001	Charge		Chk/Ref # 995427	-11.00	
		02/28/2020	332817		LFEE -001	App Cr		85000	35.00	
		02/20/2020	332817		LFEE -001	Adj			25.00	
									-25.00	

VI. OLD BUSINESS

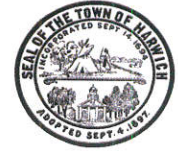
- A. Superintendent's Evaluation
- B. Drought Declaration/Water Restrictions
- C. Water/Wastewater Department-Future Staffing, Equipment & Miscellaneous Needs

Board of Water & Wastewater Commissioners (BOWWC)

Evaluation Scoring Summary for Daniel Pelletier, Superintendent of Water & Wastewater

Anniversary Date: 7/1/22

	Possible	Carreiro	Thompson	Donahue	Underwood	Gough	Average
A. Last Evaluation's Goals (20)							
1	4	4		4	3	4	3.75
2	4	4		1	3	4	3.00
3	4	4		1	1	4	2.50
4	4	4		3		4	3.67
5	4	4		3		4	3.67
Totals	20	20	0	12	7	20	16.58
B. Job Success Factors (1-8 = 48)							
1. Problem Solving/Decision Making	6	6	6	6	6	5	5.80
2. Strategic Planning & Organizing	6	6	6	5	6	5	5.60
3. Communication	6	5	6	6	5	5	5.40
4. Leadership	6	6	6	5	5	5	5.40
5. Teamwork	6	5	6	5	5	5	5.20
6. Customer Orientation	6	6	6	6	6	5	5.80
7. Productivity	6	5	6	6	6	6	5.80
8. Quality	6	6	6	6	6	5	5.80
Totals	48	45	48	45	45	41	44.80
9. Dept. Specific/Complaints/Accidents							0.000
B. 10. Goals & Objectives for Following Year; (3) attainable (3pts), (1) possible (1pt) and (1) if time permits (2pts) = 12							
1					3		0.00
2					3		0.00
3				1	1		0.00
4				3			0.00
5				3			0.00
Totals	0	0	0	7	7	0	0.00
C. Extra Credit (4)							
1	1	1			1		1.00
2	1	1		1	1		1.00
3	1	1			1		1.00
4	1				1		1.00
Totals	4	3	0	1	4	0	4.00
Total Possible; A, B 1-8 & C Only							72.00
Total Sections A & B 1-8 & C Only							65.38
Overall							EX
							91%



DEPARTMENT HEAD EVALUATION FORM – Water & Wastewater Department

Name	Daniel Pelletier	Completed By	BOWWC
Job Title	Water & Wastewater Supt.	Classification	M8
Supervisor(s)	Board of Water/Wastewater Commissioners	Current Step	10 (\$138,253.86)
Department	Water	New Step (if appl.)	
Anniversary Date	7/1/22 (hire date 6/1/15)	Evaluation Date	6/30/22 & 7/27/22

Department Head Evaluation – Water
 Department Head completes self-evaluation, BOWWC completes individually and then combined evaluation, and both are submitted to the Town Administrator.

Key for Performance Evaluations:

- EX Exceptional** Performance far exceeds expectations due to exceptionally high quality of work performed in all essential areas of responsibility.
- EE Exceeds Expectations** Performance consistently exceeded expectations in all essential areas of responsibility and the quality of work overall was excellent.
- ME Meets Expectations** Performance consistently met expectations in all essential areas of responsibility at times possible exceeding expectations and the quality of work overall was very good.
- IN Improvements Needed** Performance did not consistently meet expectations or performance to meet expectations in one or more essential areas of responsibility.
- UN Unsatisfactory** Performance was consistently below expectations in the most essential areas of responsibility and/or reasonable progress towards critical goals was not made. Significant improvement is needed in one or more important areas.

A. Last Evaluation’s Goals (if appl.) (16.58 points out of 20 points possible)

Goals	Comments	Rating / Points Per Section					Points
		0 UN	1 IN	2 ME	3 EE	4 EX	
1. Water: Design/Construct Pleasant Lake Tank upgrades					3.75		3.75
2. Water: Install new standby generator at T1 (main office)					3		3.0
3. Water: Re-design flushing program / new roads / address existing flow issues				2.5			2.5
4. Water: DWSP Grant for land acquisition relative to water resource protection					3.67		3.67
5. Water: 5a. Capital Plan Amendment & 5b. Begin well exploration off N. Westgate Rd.					3.67		3.67



B. Job Success Factors; Items 1-8 (44.8 points out of 48 points possible)

1. Problem Solving / Decision Making (6 points)

Anticipates, identifies and prevents problems, involves others in seeking solutions. Makes clear and consistent decisions, acts with integrity in all decision making and makes timely decisions.

Ratings & Points

0-1	2-3	4	5	6	Points
UN	IN	ME	EE	EX	
			5.8		5.8

Comments:

Dan continues to identify areas of concern along with staff. Dan has continued to work with the highest integrity and to complete projects as quickly as possible. Dan does a great job of laying out plans in advance, thereby troubleshooting issues and preventing problems.

2. Strategic Planning and Organizing (6 points)

Aligns priorities with broader goals, measures outcomes, uses feedback to change as needed, evaluates alternatives, solutions oriented, develops realistic plans, meets deadlines & follows through.

Ratings & Points

0-1	2-3	4	5	6	Points
UN	IN	ME	EE	EX	
			5.6		5.6

Comments:

3. Communication (6 points)

Connects with peers, subordinates and public, actively listens, clearly and effectively shares information, demonstrates effective oral and written communication skills. Seeks to clarify and confirm the accuracy of understanding of vague terms and instructions.

Ratings & Points

0-1	2-3	4	5	6	Points
UN	IN	ME	EE	EX	
			5.4		5.4

Comments:

4. Leadership (6 points)

Accepts responsibility for own work, develops trust and credibility, demonstrates honest and ethical behavior, engages the talents, experiences and capabilities of others. Results-oriented and desire to excel in job.

Ratings & Points

0-1	2-3	4	5	6	Points
UN	IN	ME	EE	EX	
			5.4		5.4

Comments:

Great interaction with Staff.



5. Teamwork (6 points)

Successfully works with others to achieve desired results, contributes to team projects, exchange ideas and opinions, helps prevent, resolve conflicts, develops positive working relationships and is flexible, open-minded promoting mutual respect for all.

Ratings & Points

0-1	2-3	4	5	6	Points
UN	IN	ME	EE	EX	
			5.2		5.2

Comments:

Dan's responsibilities require him to work on a "dotted line" of authority with the BOS and TA as well as responding to all demands of the department and Water & Wastewater Commissioners. He manages the situation very well.

6. Customer Orientation (6 points)

Listens, identifies, and responds quickly and effectively to internal and external customers' needs and sets work activities accordingly; goes beyond what is expected and follows up to ensure customer satisfaction.

Ratings & Points

0-1	2-3	4	5	6	Points
UN	IN	ME	EE	EX	
			5.8		5.8

Comments:

GC/It's in Dan's personality to try and accommodate everyone. I have seen firsthand Dan interact with customers. He truly cares and wants to do right by each and every one of them.

7. Productivity (6 points)

Maintains fair work load; takes on additional responsibilities as needed; manages priorities; develops and follows work procedures; completes assignments on time and to specifications.

Ratings & Points

0-1	2-3	4	5	6	Points
UN	IN	ME	EE	EX	
			5.8		5.8

Comments:

GC / Although Dan does complete his assignments on time and to specifications, I do believe he's taking on too much of a workload and needs to be delegated. Dan has assumed the duties and problems of a burgeoning new department – Wastewater. Somehow, he has managed to that while keeping on top of the very busy Water Department.

8. Quality (6 points)

Demonstrates accuracy, thoroughness, and reliability; manages time and priorities; develops and follows work procedures.

Ratings & Points

0-1	2-3	4	5	6	Points
UN	IN	ME	EE	EX	
			5.8		5.8

Comments:

~~9. Department Specific Competency (if appl.) (1 point) / Complaint Letters and Accident Reports REMOVED~~



10. Goals & Objectives for Following Year (12 points) 3 attainable (3 pts), 1 possible (1 point) and 1 “if time permits” (2 pts)

	Points
1. Water: New Source Exploration	
2. Water: New Well Construction	
3. Water: Route 28 Water Main Construction	
4. Wastewater: Route 28 Wastewater Design	
5. Wastewater: CWMP Revisions	
6. Wastewater: Additional Design; Phase 3	

C. Extra Credit (4 points out of 4 points possible)

Points

1. Has the employee come up with any cost saving ideas/solutions within the last fiscal year? (1 point)

Yes, Harden Lane (water main) and fiber optics from office to Route 39 tank.	1
--	---

2. Has the employee obtained any grants/performance incentives? (1 point)

Yes, DWSP funds for the land taking. Dan has also been vigilant following the federal monies from COVID relieve and infrastructure bill, also working through County and Town.	1
--	---

3. Has the employee been able to “turn back” any funds in the prior fiscal year? How much (% or \$)? (1 point)

Yes, FY21 \$253,296.61	1
------------------------	---

4. Has the employee obtained letters of commendation? (Include copies, no more than 2) (1 point)

Yes, DEP / Water System Award. Also, office has received many verbal commendations (SS)	1
---	---

Overall Rating (select one; UN, IN, ME, EE, EX)	Letter Rating	EX
Total Points (Section A, B 1-8 & C = 72 points possible)	Total Points; Section A, B 1-8 & C=	65.38
		91%

Professional Development Plan/Comments:



Board of Water & Wastewater Commissioners:

Gary Carreiro, Chair

Date

Allin Thompson, Vice Chair

Date

Noreen Donahue, Clerk

Date

Judith Underwood, Commissioner

Date

John Gough, Commissioner

Date

Water & Wastewater Superintendent:

Daniel Pelletier

Date

NON-UNION COMPENSATION PLAN

BY-LAW POSITIONS: FULL TIME MANAGEMENT

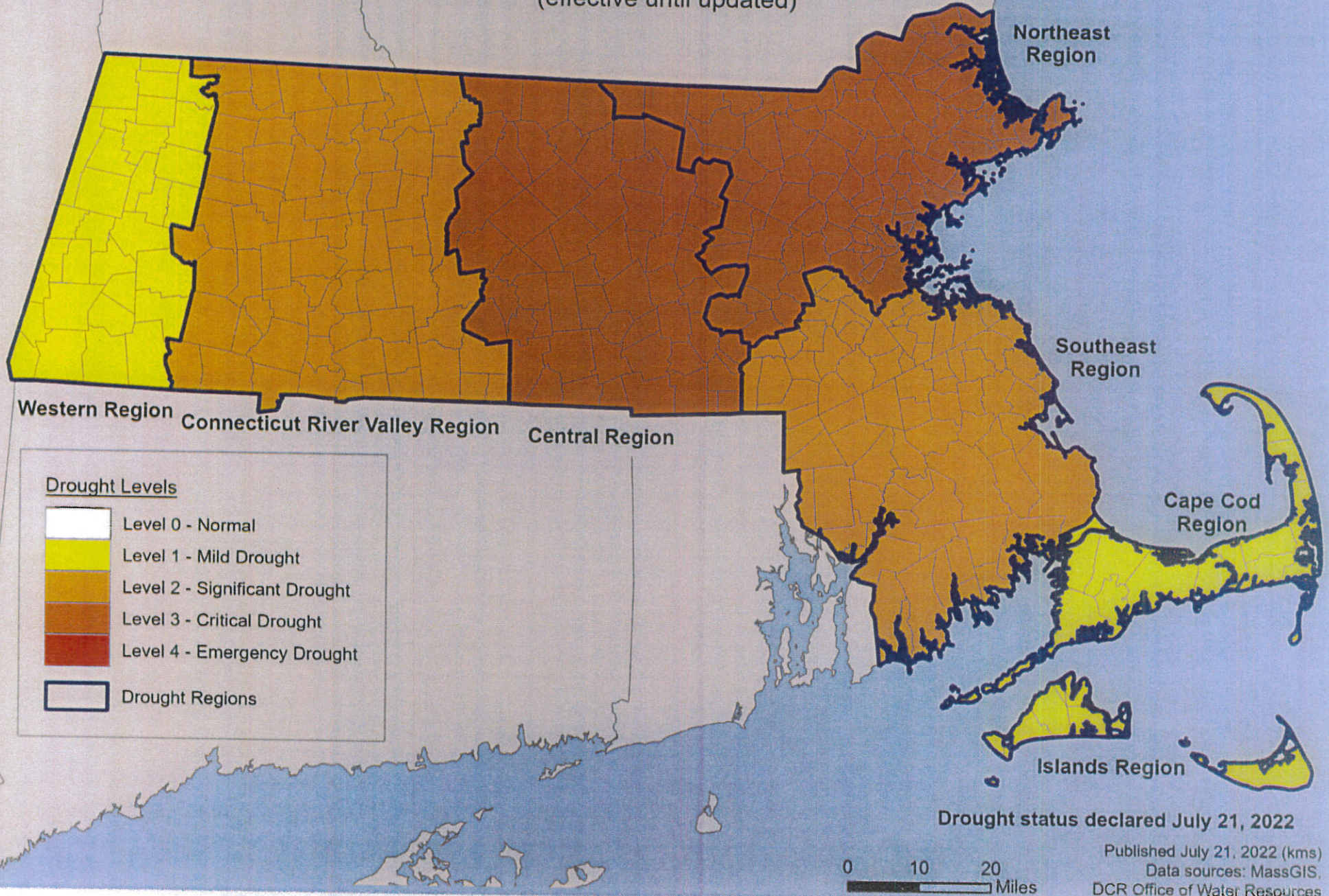
<u>Grade</u>	<u>Position</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>
<u>M-9</u>	<u>DPW Director</u>	120,664.98	123,622.98	126,722.74	129,942.92	133,191.60	136,510.68	139,934.82	143,432.40	147,017.70	150,693.78
<u>M-8</u>	<u>Water/Wastewater Superintendent</u>	110,703.66	113,470.92	116,308.56	119,217.60	122,196.00	125,250.90	128,383.32	131,591.22	134,881.74	138,253.86
<u>M-7</u>	<u>Assistant Town Administrator; Deputy Police Chief; Library Director; Deputy Fire Chief</u>	101,560.38	104,099.16	106,701.18	109,369.50	112,106.16	114,907.08	117,780.42	120,724.14	123,742.32	126,834.96
<u>M-6</u>		93,174.96	95,503.62	97,893.48	100,340.46	102,846.60	105,421.08	108,053.70	110,753.64	113,521.92	116,360.58
<u>M-5</u>		85,153.68									
<u>M-4</u>	<u>Personnel Director Director of Cultural Affairs</u>	78,432.72	80,384.16	82,393.56	84,454.98	86,565.36	88,729.80	90,947.28	93,219.84	95,493.42	97,822.08

<u>M-3</u>	<u>Housing Advocate</u>	71,948.76	73,747.02	75,591.18	77,479.20	79,418.22	81,403.14	83,438.04	85,524.96	87,610.86	89,747.76
<u>M-2</u>		66,010.32	67,657.62	69,349.80	71,080.74	72,847.38	74,680.32	76,547.94	78,461.46	80,374.98	82,366.44
<u>M-1</u>		52,804.38	54,125.28	55,479.84	56,865.00	58,288.92	59,747.53	61,239.78	62,769.78	64,338.54	65,948.10



MASSACHUSETTS DROUGHT STATUS

Reflecting conditions since July 1, 2022
(effective until updated)



Drought Levels

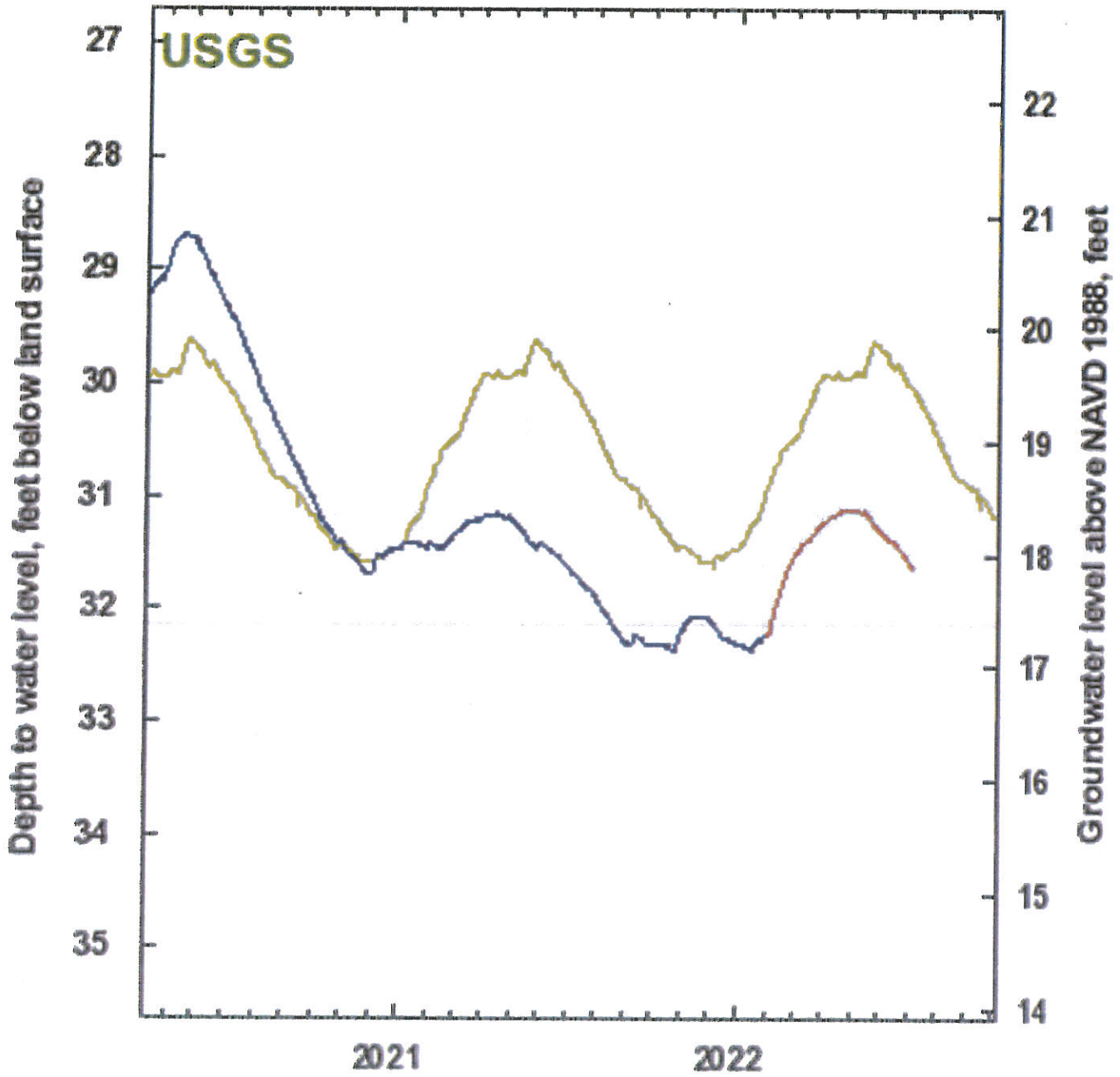
- Level 0 - Normal
- Level 1 - Mild Drought
- Level 2 - Significant Drought
- Level 3 - Critical Drought
- Level 4 - Emergency Drought
- Drought Regions

Drought status declared July 21, 2022

Published July 21, 2022 (kms)
Data sources: MassGIS,
DCR Office of Water Resources

0 10 20
Miles

414632070014901 - MA-BMW 22R BREWSTER, MA



Years.

Plot created: 7/9/2022 23:11

Approved
Daily Data

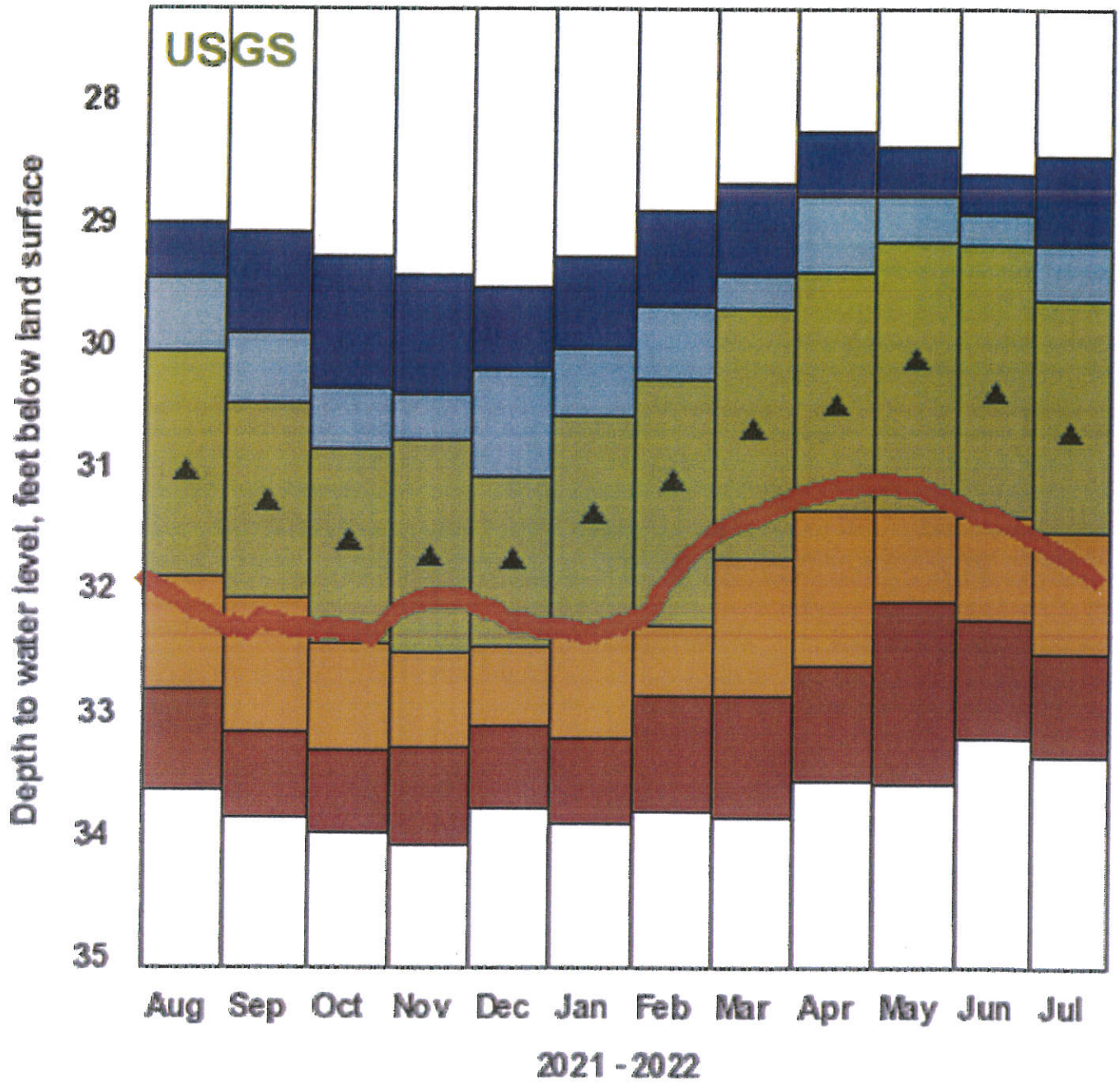
Provisional
Daily Data

Historical
Daily Median

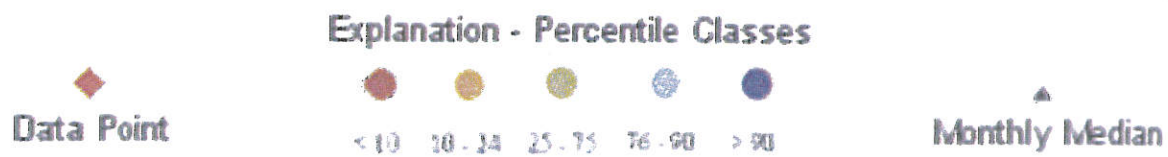
Range of

Approved Daily
Min & Max

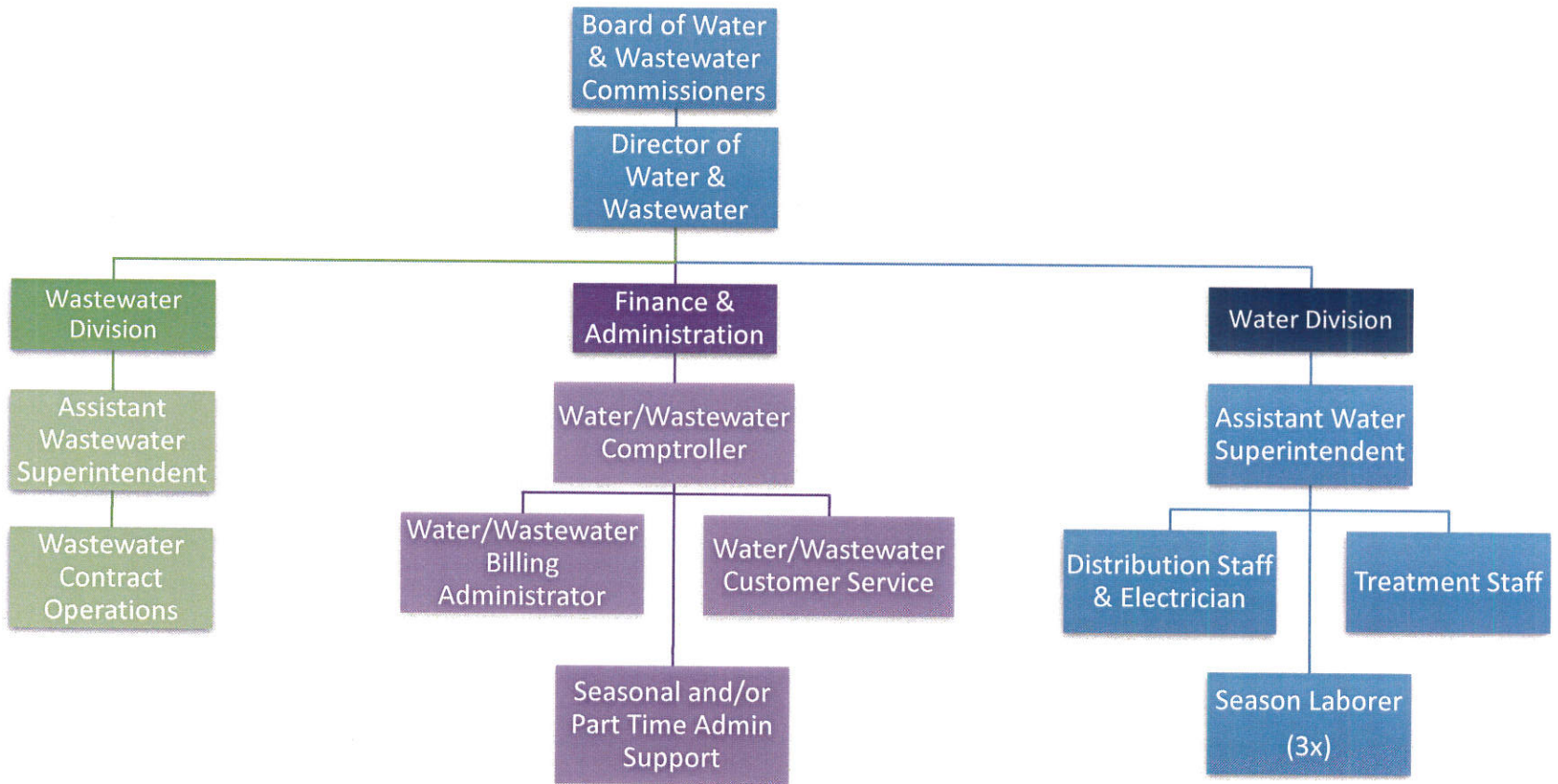
414632070014901 - MA-BMW 22R BREWSTER, MA



Pbt created 07/26/22 06:07



Draft Organization Chart
Water & Wastewater Department



VII. NEW BUSINESS

- A. 80 Queen Anne Rd-Pay Plan Request
- B. FY23 Water Meters Contract Recommendation; Ti-Sales
- C. FY22 Q4 Water & Wastewater Budget Report Updates

6-10-22

Mr
80 Queen Anne Rd
Harwich, MA 02645

TO: HARWICH WASTE WATER DEPT

THE HARWICH WATER DEPT TOLD ME TO WRITE TO YOU REGARDING MY BILL. A CHARITABLE ORGANIZATION PAID \$1000 TOWARD MY BILL, LEAVING ABOUT \$1400. WATER DEPT THREATENING TO TURN OFF MY WATER.

1. I HAVE 3 PEOPLE LIVING HERE OVER 65. MY MOTHER IS 100 YEARS OLD. 24 HOUR CARE I AM 69 AS IS MY PARTNER, JEANETTE.
2. I WAS HIT HARD DURING THE PANDEMIC CAUSING LOSS OF PART TIME WORK. IN TURN I LOST MY WORK TRUCK WHICH I HAVE REPLACED.
3. I HAVE TO MAKE MORTGAGE PYMTS AND OTHER BILLS, WHICH IS WHY
→ → →

I CANT PAY THE WHOLE WATER BILL
AND NEED TO MAKE REASONABLE
PAYMENTS. I HAVE A HOUSE OF
5 PEOPLE NEEDING WATER - WHICH
INCLUDES HEALTHCARE WORKERS AND
A FRIEND WE ARE HELPING.

I AM RESPECTFULLY REQUESTING
HELP IN THIS REGARD TO
KEEP MY WATER ON. I WILL LOOK
FOR A REPLY FROM YOU AT YOUR
EARLIEST CONVENIENCE.

~~ADD / =~~
~~ADD / =~~

80 QUEEN ANNE RD
HARWICH, MA 02645



Town of Harwich
Water & Wastewater Department

196 Chatham Road, Harwich, MA 02645 USA | www.harwichwater.com
P. 508-432-0304 | F. 888-774-3557 | customerservice@harwichwater.com

MEMO

TO: Board of Water & Wastewater Commissioners
FROM: Sandra Sieger, Comptroller
DATE: July 12, 2022
SUBJECT: Recommendation to Award FY23 Water Meters Contract

On July 12, 2022 at 9:00AM the department conducted a bid opening for FY23 Water Meters at 196 Chatham Rd. Harwich, MA where One bid was received. The request for bids included 12 items including domestic water meters and miscellaneous components associated meter installation. The details of the bid can be found in this package.

Pursuant to M.G.L. c. 30 § 30B this bid was advertised as follows:

- Central Register Goods & Services Bulletin – 6/27/22
- Cape Cod Chronicle – 6/30/2022 & 7/7/2022
- COMMBUYS – 6/17/22
- Harwich Water Department – 6/17/22

I recommend the Board of Water Commissioners vote to award a contract to Ti-Sales for the purchase of water meters for the current fiscal year (FY23) per the attached bid.



Town of Harwich Water Department
Board of Water & Wastewater Commissioners

196 Chatham Road, Harwich, MA 02645 USA | www.harwichwater.com
P. 508-432-0304 | F. 888-774-3557 | commissioners@harwichwater.com

July 28, 2022

Ti-Sales
Attn: Joe Demeo
36 Hudson Rd
Sudbury MA 01776

RE: FY23 Water Meter Bid Award

Dear Mr. Demeo,

The Harwich Water Department would like to thank you for your recent bid submittal to furnish and deliver Domestic Water Meters.

The Board of Water and Wastewater Commissioners, meeting in official session on Thursday, July 28, 2022, voted to award the FY23 Domestic Water Meter Bid to Ti-Sales.

We look forward to continued business with your company. If you should have any questions, please feel free to contact Superintendent Daniel Pelletier, at 508-432-0304, x110 or by email to dpelletier@harwichwater.com.

Sincerely,

Gary Carreiro, Chairman
Board of Water and Wastewater Commissioners

SECTION 00500

AGREEMENT FOR THE TOWN OF HARWICH

The following provisions shall constitute an Agreement between the Town of Harwich, acting by and through its Board of Water and Wastewater Commissioners, hereinafter referred to as "Town," and Ti - SALES Inc with an address of 36 Hudson Road Sudbury, MA. 01776, hereinafter referred to as "Contractor", effective as of the ____ day of _____, 2022. In consideration of the mutual covenants contained herein, the parties agree as follows:

ARTICLE 1: SCOPE OF WORK

The Contractor shall perform all work and furnish all services necessary to provide the Town with _____, including the scope of services set forth in Attachment A.

ARTICLE 2: TIME OF PERFORMANCE

The Contractor/Vendor shall complete all work and services required hereunder commencing _____, 2022 through June 30th 2023. The town shall have the right to renew the contract for 2 additional years concluding June 30th 2024 & June 30th 2025 respectively.

ARTICLE 3: COMPENSATION

The Town shall pay the Contractor/Vendor for the **cost of materials ordered/delivered** in Article 1 **per the unit price submitted on the Form for General Bid as attached to this agreement.** The Contractor shall submit monthly invoices to the Town for services rendered, which will be due 30 days following receipt by the Town.

ARTICLE 4: CONTRACT DOCUMENTS

The following documents form the Contract and all are as fully a part of the Contract as if attached to this Agreement or repeated herein:

1. This Agreement.
2. Amendments, or other changes mutually agreed upon between the parties.
3. All attachments to the Agreement.

In the event of conflicting provisions, those provisions most favorable to the Town shall govern.

ARTICLE 5: CONTRACT TERMINATION

The Town may suspend or terminate this Agreement by providing the Contractor with ten (10) days written notice for the reasons outlined as follows:

1. Failure of the Contractor, for any reason, to fulfill in a timely and proper manner its obligations under this Agreement.
2. Violation of any of the provisions of this Agreement by the Contractor.
3. A determination by the Town that the Contractor has engaged in fraud, waste, mismanagement, misuse of funds, or criminal activity with any funds provided by this Agreement.

Either party may terminate this Agreement at any time for convenience by providing the other party written notice specifying therein the termination date which shall be no sooner than thirty (30) days from the issuance of said notice. Upon receipt of a notice of termination from the Town, the Contractor shall cease to incur additional expenses in *connection with the Agreement.* *Upon such termination, the Contractor shall be entitled to compensation for all satisfactory work completed prior to the termination date as determined by the Town.* Such payment shall not exceed the fair value of the services provided hereunder.

ARTICLE 6: INDEMNIFICATION

The Contractor shall defend, indemnify and hold harmless the Town and its officers, agents, and all employees from and against claims arising directly or indirectly from the contract. Contractor shall be solely responsible for all local taxes or contributions imposed or required under the Social Security, Workers' Compensation, and income tax laws. Further, the Contractor shall defend, indemnify and hold harmless the Town with respect to any damages, expenses, or claims arising from or in connection with any of the work performed or to be performed under this Agreement. This shall not be construed as a limitation of the Contractor's liability under the Agreement or as otherwise provided by law.

ARTICLE 7: AVAILABILITY OF FUNDS

The compensation provided by this Agreement is subject to the availability and appropriation of funds.

ARTICLE 8: APPLICABLE LAW

The Contractor agrees to comply with all applicable local, state and federal laws, regulations and orders relating to the completion of this Agreement. This Agreement shall be governed by and construed in accordance with the law of the Commonwealth of Massachusetts.

ARTICLE 9: ASSIGNMENT

The Contractor shall not make any assignment of this Agreement without the prior written approval of the Town.

ARTICLE 10: AMENDMENTS

All amendments or any changes to the provisions specified in this Contract can only occur when mutually agreed upon by the Town and Contractor. Further, such amendments or changes shall be in writing and signed by officials with authority to bind the Town. No amendment or change to the contract provisions shall be made until after the written execution of the amendment or change to the Contract by both parties.

ARTICLE 11: INDEPENDENT CONTRACTOR

The Contractor acknowledges and agrees that it is acting as an independent contractor for all work and services rendered pursuant to this Agreement and shall not be considered an employee or agent of the Town for any purpose.

ARTICLE 12: INSURANCE

The Contractor shall be responsible to the Town or any third party for any property damage or bodily injury caused by it, any of its subcontractors, employees or agents in the performance of, or as a result of, the work under this Agreement. The Contractor and any subcontractors used hereby certify that they are insured for workers' compensation, property damage, personal and product liability. The Contractor and any subcontractor it uses shall purchase, furnish copies of, and maintain in full force and effect insurance policies in the amounts here indicated.

1. General Liability of at least \$1,000,000 Occurrence/\$3,000,000 General Aggregate. The Municipality should be named as an "Additional Insured". Products and Completed Operations should be maintained for up to 3 years after the completion of the project.
2. Automobile Liability (applicable for any contractor who has an automobile operating exposure) of at least \$1,000,000 Bodily Injury and Property Damage per accident. The Municipality should be named as an "Additional Insured".
3. Workers' Compensation Insurance as required by law. Include Employers Liability Part B with a limit of \$1,000,000
4. Builders' Risk Property Coverage for the full insurable value. It should include "All Risk" insurance for physical loss or damage including theft.
5. Property Coverage for materials and supplies being transported by the contractor, as the Town's Property Contract provides coverage for personal property within 1000 feet of the premises.

- 6. Umbrella Liability of at least \$2,000,000/ occurrence, \$2,000,000/aggregate. The Municipality should be named as an Additional Insured.
- 7. Architects and Engineers Professional Liability (applicable for any architects or engineers involved in the project) of at least \$1,000,000/occurrence, \$3,000,000 aggregate.

Prior to commencement of any work under this Agreement, the Contractor shall provide the Town with Certificates of Insurance which include the Town as an additional named insured and which include a thirty-day notice of cancellation to the Town.

ARTICLE 13: SEVERABILITY

If any term or condition of this Agreement or any application thereof shall to any extent be held invalid, illegal or unenforceable by the court of competent jurisdiction, the validity, legality, and enforceability of the remaining terms and conditions of this Agreement shall not be deemed affected thereby unless one or both parties would be substantially or materially prejudiced.

ARTICLE 14: ENTIRE AGREEMENT

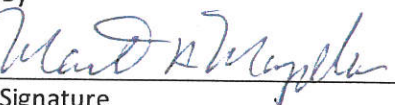
This Agreement, including all documents incorporated herein by reference, constitutes the entire integrated agreement between the parties with respect to the matters described. This Agreement supersedes all prior agreements, negotiations and representations, either written or oral, and it shall not be modified or amended except by a written document executed by the parties hereto.

ARTICLE 15: COUNTERPARTS

This Agreement may be executed in any number of counterparts, each of which shall be deemed to be a counterpart original.

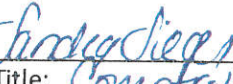
IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the day and year first above written.

CONTRACTOR

By
 7/2/2022
 Signature Date

MARTIN A. MAZERELLA - PRESIDENT
 Printed Name and Title

TOWN OF HARWICH

Approved as to Availability of Funds:
 ~\$180,000
 Title: Comptroller Contract Sum

TOWN OF HARWICH

By its Board of Water & Wastewater Commissioners

 Gary Carreiro, Chair Date

 Allin Thompson, Vice Chair Date

 Noreen Donahue, Clerk Date

 Judith Underwood Date

 John Gough Date

(END OF SECTION)

SECTION 00480

CERTIFICATIONS REQUIRED BY LAW

CERTIFICATIONS REQUIRED BY LAW FOR PUBLIC CONSTRUCTION
CONTRACTS

You must **COMPLETE** and **SIGN** the following certifications. You must also print, at the bottom of this page, the name of the contractor for whom these certifications are submitted.

TAX COMPLIANCE

Pursuant to Chapter 62C of the Massachusetts General Laws, Section 49A(b), I, the undersigned, authorized signatory for the below named contractor, do hereby certify under the pains and penalties of perjury that said contractor has complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

NON-COLLUSION

The undersigned certifies under the penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this subsection the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity.

PUBLIC CONTRACTOR DEBARMENT

The undersigned certifies under penalty of perjury that the below named contractor is not presently debarred from doing public construction work in the commonwealth under the provisions of section twenty-nine F of chapter twenty-nine, or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

COMPLETE AND SIGN BELOW:


Authorized Person's Signature

7/7/2022
Date

Martin Mazzella President
Print Name & Title of Signatory

Ti - SALES Inc
Name of Contractor

(END OF SECTION)



TISALES-01

IBOIDO

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
7/1/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Berkshire Insurance Group a Division of Brown & Brown PO Box 4889 Pittsfield, MA 01202	CONTACT NAME: PHONE (A/C, No, Ext): (866) 636-0244		FAX (A/C, No): (413) 447-1977
	E-MAIL ADDRESS:		
		INSURER(S) AFFORDING COVERAGE	
		INSURER A : Phoenix Insurance Company	NAIC # 25623
		INSURER B : TRAVELERS PROPERTY & CASUALTY OF AMERICA	25674
		INSURER C : Travelers Indemnity Company	25658
		INSURER D :	
		INSURER E :	
		INSURER F :	

INSURED

TI Sales, Inc.
36 Hudson Road
Sudbury, MA 01776

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			6307N503474PHX22	7/1/2022	7/1/2023	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMPIOP AGG	\$ 2,000,000
								\$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			BA7N76327222	7/1/2022	7/1/2023	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			CUP7N76721022	7/1/2022	7/1/2023	EACH OCCURRENCE	\$ 6,000,000
							AGGREGATE	\$ 6,000,000
								\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	UB7N7622752214G	7/1/2022	7/1/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
B	Cyber			107275634	6/18/2022	6/18/2023	Ret/Ded 10,000	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Harwich Water Department is named as Additional Insured when required by written contract.

CERTIFICATE HOLDER

Harwich Water Department
196 Chatham Road
Harwich, MA 02645

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Alyssa Boide

SECTION 00300

FORM FOR GENERAL BID

Item #	Description	Unit Price in Words	Unit Price in Figures	
1	5/8" PIT water meter with encoder register and integrated radio, gallons, furnished, per unit	<u>Two Hundred Sixty Eight Dollars & Thirty Two Cents</u> Dollars and Cents	\$ <u>268.32 each</u>	
2	3/4" PIT water meter with encoder register and integrated radio, gallons, furnished, per unit	<u>Three Hundred Forty Eight Dollars & Fifty Five Cents</u> Dollars and Cents	\$ <u>348.55 each</u>	
3	1" PIT water meter with encoder register and integrated radio, gallons, furnished, per unit	<u>Four Hundred Forty Nine Dollars & Fifty Eight Cents</u> Dollars and Cents	\$ <u>449.58 each</u>	
4	1-1/2" PIT water meter with encoder register and integrated radio, gallons, furnished, per unit	<u>Seven Hundred Ninety Two Dollars & Ninety Five Cents</u> Dollars and Cents	\$ <u>792.95 each</u>	
5	2" PIT water meter with encoder register and integrated radio, gallons, furnished, per unit	<u>Nine Hundred Ninety Two Dollars & Fifty Three cents</u> Dollars and Cents	\$ <u>992.53 each</u>	
Meter Only / No Accessories	6	2" compound water meter with encoder register and integrated radio, furnished, per unit	<u>Two Thousand Two Hundred Ninety Four Dollars & Forty Nine Cents</u> Dollars and Cents	\$ <u>2,294.49 each</u>
Meter Only / No Accessories	7	3" compound water meter with encoder register and integrated radio, furnished, per unit	<u>Three Thousand Two Hundred Nine Dollars & Sixty Seven Cents</u> Dollars and Cents	\$ <u>3,209.67 each</u>
Meter Only / No Accessories	8	4" compound water meter with encoder register and integrated radio, furnished, per unit	<u>Four Thousand Two Hundred Three Dollars & Seventy seven Cents</u> Dollars and Cents	\$ <u>4,203.77 each</u>
	9	3/4" x 3/4"; 2-1/2" Meter Swivel Nut Iron Pipe Thread Meter Coupling Standard Length	<u>Fifteen Dollars & Ten Cents</u> Dollars and Cents	\$ <u>15.10 each</u>
	10	1" x 1"; 5/8" Meter Swivel Nut Iron Pipe Thread Meter Coupling Standard Length	<u>Twenty Three Dollars & Twent Five Cents</u> Dollars and Cents	\$ <u>23.25 each</u>
	11	1-1/2" x 1-1/2" Meter Flange Female Iron Pipe Thread with Drop in Gasket No Lead	<u>Sixty Seven Dollars & Twenty One Cents</u> Dollars and Cents	\$ <u>67.21 each</u>
	12	2" x 2" Meter Flange Female Iron Pipe Thread with Drop in Gasket No Lead	<u>Eighty Seven Dollars & Seventy Six Cents</u> Dollars and Cents	\$ <u>87.76 each</u>

Basis of Award: The basis of award for the Contract shall be at the Owner's sole discretion. Contract to be awarded to the lowest responsible and eligible bidder in compliance with Section 39M inclusive of Chapter 30 of the General Laws of the Commonwealth of Massachusetts.

An unbalanced or unreasonable lump sum and/or unit price submitted herein may be considered as non-responsive to the Instructions to Bidders.

As provided in the INSTRUCTIONS TO BIDDERS, the Bidder hereby agrees that he will not withdraw this BID within thirty (30) consecutive calendar days after the actual date of the opening of Bids and that, if the Owner shall accept this BID, the Bidder will duly execute and acknowledge the AGREEMENT and furnish, duly executed and acknowledged, the required insurance certificates within ten (10) days after notification that the AGREEMENT and other Contract Documents are ready for signature.

The undersigned as Bidder, hereby certifies that he is aware of the applicable requirements of the Williams-Steiger Occupational Safety and Health Act of 1970. (O.S.H.A.), and all latest revisions thereto, and that this Proposal is prepared on the basis of compliance with those requirements.

The undersigned as Bidder, hereby certifies that he will maintain records in reasonable detail, which accurately and fairly reflect the financial transactions and disposition of the Bidder, in accordance with M.G.L. Chapter 30, Section 30R.

The undersigned hereby certifies that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work and that he will comply fully with all laws and regulations applicable to awards made subject to MGL Ch. 30, Section 39M. The bidding and award of the contract will be in full compliance with Section 39M inclusive of Chapter 30 of the General Laws of the Commonwealth of Massachusetts as last revised.

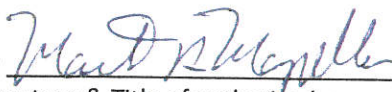
The undersigned further certifies under penalty of perjury that the said undersigned is not presently debarred from doing public construction work in the Commonwealth under the provisions of section twenty-nine F of chapter twenty-nine, or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

Pursuant to M.G.L. Ch. 62C, sec. 49A, the undersigned certifies under the penalties of perjury that the said undersigned, to my best knowledge and belief, have filed all state tax returns and paid all state taxes required under law. The attached CERTIFICATE AS TO PAYMENT OF STATE TAXES must be signed and submitted as part of this Bid Proposal.

The undersigned certifies under penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this paragraph the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity. The attached CERTIFICATE OF NON-COLLUSION must be signed and submitted as part of the Bid Proposal.

This Proposal must bear the written signature of the Bidder or that of his duly authorized agent. If the Bidder is a corporation or a partnership, the bid must be signed by a duly authorized officer of such corporation or by a Partner and the title of such officer must be stated. Satisfactory completion of the following data is an essential part of submission of this Proposal and is required.

Ti - SALES Inc
Name of Bidder

By  7/7/2022
Signature & Title of authorized representative Date

800-225-4616
Telephone

36 Hudson Road
Business Address

jdemeo@tisaales.com
Email Address

Sudbury, MA. 01776
City, State and Zip Code

The following documents are attached to and made a condition of the bid, and shall be filed with the bid:

- Completed Form for General Bid
- Completed Certifications Required by Law

Month/Year June 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	116,992	102,995	130,627	203,077	145,542	168,472	301,561	275,552	284,728	275,869	281,304	275,261	335,096	297,120
2	66,716	58,593	74,464	114,079	82,275	94,788	174,105	159,805	167,816	160,058	161,973	157,952	191,838	172,841
3	141,286	121,718	154,846	248,718	174,748	205,369	347,926	317,865	332,604	317,920	358,296	355,053	373,250	391,052
4	80,532	72,184	92,613	142,772	102,690	118,772	216,028	197,824	203,616	198,631	170,372	162,942	245,902	168,932
5	101,143	89,240	113,255	175,360	125,870	145,633	261,473	240,182	249,961	240,607	243,897	238,321	288,439	268,371
6	183,823	162,319	206,427	324,888	231,013	269,879	471,771	430,345	450,346	430,740	441,971	430,794	516,690	460,407
7	74,665	64,564	84,076	129,298	92,787	107,331	193,665	163,666	170,644	163,985	166,196	161,969	196,518	183,296
8	124,698	107,135	138,668	213,844	153,556	177,939	318,308	291,985	303,830	292,019	327,432	322,406	348,475	354,271
9	76,905	69,212	89,460	136,130	98,638	113,192	208,907	191,546	197,580	192,443	163,393	156,060	288,227	161,276
10	89,431	76,276	97,854	152,315	114,118	132,047	224,044	267,398	278,414	267,236	280,763	279,152	313,940	335,286
11	130,358	114,808	147,015	229,470	163,953	190,591	335,191	274,772	284,462	274,934	252,516	242,933	308,344	255,367
12	74,633	66,136	84,742	130,623	94,042	108,829	195,308	179,041	183,842	179,479	178,625	174,247	222,976	189,220
13	144,790	126,751	161,724	255,896	181,753	212,567	366,377	334,391	346,152	334,909	344,192	338,237	401,839	362,731
14	69,753	61,373	78,523	120,141	86,891	100,197	182,166	167,118	171,537	167,381	169,365	165,170	200,600	179,457
15	181,365	159,007	202,461	318,756	227,241	265,478	460,323	406,165	422,620	406,889	418,463	411,013	487,613	441,954
16	124,629	110,027	139,746	219,323	156,253	182,369	317,473	245,240	254,610	245,360	249,944	243,760	291,171	265,252
17	146,974	127,794	161,316	259,257	182,964	215,391	362,122	330,554	344,997	331,053	371,309	368,489	391,567	404,394
18	104,448	94,605	120,200	184,611	133,076	154,340	277,379	253,705	261,786	254,645	227,657	218,723	313,146	229,195
19	89,089	78,627	99,128	153,434	110,394	128,123	230,058	210,649	219,599	211,020	213,356	208,155	252,924	227,452
20	151,773	133,898	169,626	266,679	190,099	221,907	386,150	352,234	365,681	352,933	362,603	355,789	423,180	382,476
21	86,159	76,152	96,277	146,746	106,564	123,095	224,014	205,285	210,855	205,630	191,695	198,596	240,716	219,850
22	185,704	163,272	206,546	327,157	232,597	272,635	469,250	427,479	447,377	428,160	440,957	433,468	513,115	467,425
23	90,606	79,308	101,324	157,064	112,710	131,297	232,184	212,452	219,070	212,451	215,653	211,934	255,188	238,961
24	207,512	181,922	231,907	367,303	260,970	306,570	525,097	478,663	499,778	479,145	492,458	480,873	574,679	511,124
25	131,390	114,728	145,864	223,418	161,611	187,309	335,856	307,807	319,489	307,881	315,107	307,334	360,977	334,475
26	120,497	105,235	133,488	205,465	148,334	171,830	307,914	282,275	294,161	282,954	309,353	304,757	337,308	347,008
27	173,732	152,907	193,812	306,157	218,186	255,832	440,095	401,448	419,950	401,958	411,311	405,612	481,868	436,956
28	117,717	106,135	134,814	208,727	150,187	174,742	309,947	248,421	259,546	249,666	222,231	213,475	337,766	224,937
29	169,263	149,487	189,269	302,121	213,992	251,814	427,543	389,976	405,864	390,582	401,456	394,816	468,624	423,823
30	119,370	103,392	132,146	202,338	146,797	169,829	304,802	279,321	287,512	279,396	296,190	288,756	327,184	314,101
31														
Pumps :	3,675,955	3,229,799	4,112,217	6,425,168	4,599,852	5,358,166	9,407,039	8,523,161	8,858,426	8,535,932	8,680,038	8,506,047	10,289,160	9,249,010
MIN :	66,716	58,593	74,464	114,079	82,275	94,788	174,105	159,805	167,816	160,058	161,973	156,060	191,838	161,276
MAX :	207,512	181,922	231,907	367,303	260,970	306,570	525,097	478,663	499,778	479,145	492,458	480,873	574,679	511,124
STATIONS :	36,808,196							25,917,520			17,186,085		10,289,160	9,249,010
TOTAL :	99,449,971													

Month/Year June 2021

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	13,473	12,134	10,392	22,348	15,701	19,465	31,003	283,881	299,463	284,454	297,683	290,755	340,747	312,034
2	78,323	70,257	58,687	133,568	93,012	116,343	178,891	403,971	424,789	404,450	388,078	290,755	485,528	424,584
3	55,044	49,453	41,364	93,868	65,304	81,568	125,779	327,814	345,746	328,406	343,848	13,530	393,124	360,915
4	48,011	43,117	36,277	81,450	56,834	70,962	110,161	336,920	355,489	337,488	353,235	0	404,613	371,263
5	38,010	34,187	28,598	64,630	44,980	56,211	86,800	389,329	411,110	389,772	408,356	0	467,512	428,670
6	76,527	68,715	57,452	131,145	91,007	114,132	174,099	480,611	507,462	481,109	504,150	0	577,082	529,124
7	119,014	107,483	88,838	204,730	141,440	179,401	270,545	466,842	491,363	467,713	489,262	0	560,702	512,844
8	89,961	80,675	67,383	153,374	106,756	133,777	205,505	427,062	450,473	427,875	448,299	0	512,782	470,335
9	115,842	104,371	87,210	197,877	137,514	173,710	265,654	495,273	520,663	496,109	518,902	0	593,413	524,775
10	96,561	86,450	71,713	165,349	114,839	144,107	219,424	440,027	464,286	440,627	461,003	0	529,320	484,248
11	120,665	109,166	89,908	207,557	143,156	182,003	274,451	471,520	495,947	472,050	494,093	0	566,240	518,147
12	83,579	74,849	62,536	142,655	99,011	124,287	190,766	379,278	400,308	379,869	398,491	0	455,658	417,468
13	79,684	71,501	60,126	135,356	94,275	118,070	182,714	461,927	487,590	462,617	484,436	0	554,484	508,353
14	115,552	104,451	87,219	197,555	137,211	173,324	265,535	445,749	469,049	446,200	467,157	0	535,149	489,579
15	87,053	78,029	64,998	149,487	103,574	130,189	197,500	380,610	401,697	381,293	399,351	0	457,181	418,922
16	95,183	85,497	70,898	163,387	112,932	142,620	216,642	425,344	447,951	425,978	446,048	0	510,673	448,438
17	99,365	89,181	74,184	170,549	118,004	148,592	226,075	464,041	489,026	464,853	486,407	0	557,189	510,198
18	129,627	117,225	96,428	223,595	153,988	196,051	293,992	482,777	507,701	482,996	536,240	0	573,415	572,236
19	109,173	98,349	81,518	187,872	129,802	164,232	248,599	533,887	563,194	535,388	529,868	0	647,435	546,443
20	122,245	109,830	91,575	209,908	145,341	183,574	279,134	508,894	536,450	509,465	564,194	0	604,983	598,102
21	130,483	118,373	98,186	223,154	154,917	196,238	299,691	524,194	551,238	525,584	518,857	0	635,623	538,324
22	100,816	90,436	75,621	172,280	119,890	150,449	231,186	439,254	463,361	439,840	460,949	0	527,767	483,404
23	98,107	88,295	73,172	168,329	116,482	147,432	223,307	428,576	450,993	429,189	449,262	0	514,844	451,741
24	97,518	87,469	72,829	167,278	115,849	145,730	222,301	472,144	497,973	473,277	495,433	0	567,005	519,846
25	116,593	105,326	87,645	199,330	138,344	174,958	266,952	461,338	484,770	462,148	410,923	187,901	452,001	506,401
26	92,789	83,244	69,700	158,911	110,329	138,423	212,303	482,308	509,417	482,961	506,590	541,452	232,694	530,766
27	109,650	98,885	82,400	189,205	130,746	165,623	250,920	532,645	561,545	533,152	579,653	620,598	201,949	607,935
28	124,819	112,851	93,329	216,027	148,716	189,564	284,816	559,668	589,134	561,046	595,735	640,195	311,654	633,267
29	204,683	184,056	156,150	347,911	242,840	305,162	474,895	625,335	659,041	627,015	632,008	676,597	591,913	601,625
30	136,512	123,326	102,829	234,320	162,167	205,684	313,306	601,932	632,607	603,324	657,555	703,591	436,863	648,880
31														
Pumps :	2,984,863	2,687,182	2,239,164	5,113,003	3,544,960	4,471,880	6,822,947	13,733,150	14,469,836	13,756,248	14,326,066	3,965,374	14,799,543	14,968,867
MIN :	38,010	34,187	28,598	64,630	44,980	56,211	86,800	327,814	345,746	328,406	343,848	0	201,949	360,915
MAX :	204,683	184,056	156,150	347,911	242,840	305,162	474,895	625,335	659,041	627,015	657,555	703,591	647,435	648,880
STATIONS :	27,863,999				41,959,234				18,291,440		14,799,543	14,968,867		
TOTAL :	117,883,083													

Date June 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		0.00	63	55	59		
2		0.00	65	56	60		
3		0.02	65	57	61		
4		0.00	63	57	60		
5		0.00	71	52	62		
6		0.00	75	53	64		
7		0.00	74	60	67		
8		0.66	69	62	66		
9		0.38	68	62	65		
10		0.00	73	57	65		
11		0.00	75	60	67		
12		0.00	73	65	69		
13		0.00	75	64	69		
14		0.00	77	63	70		
15		0.00	72	58	65		
16		0.00	70	53	62		
17		0.00	72	65	68		
18		0.00	72	60	66		
19		0.00	61	54	57		
20		0.00	70	51	61		
21		0.00	68	56	62		
22		0.00	68	58	63		
23		0.00	71	56	64		
24		0.00	75	54	65		
25		0.00	81	64	73		
26		0.00	81	64	72		
27		0.00	77	68	72		
28		0.00	76	62	69		
29		0.00	76	59	67		
30		0.00	78	62	70		
31							
Total		1.06					
Average		0.04	71.8	58.8			
Max		0.66	80.9	67.5			
Min		0.0	60.5	50.7			

Date June 2021
 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		0.00	69	52	60		
2		0.00	70	57	64		
3		0.30	64	58	61		
4		0.64	64	60	62		
5		0.00	72	60	66		
6		0.00	83	61	72		
7		0.00	76	64	70		
8		0.00	74	64	69		
9		0.00	80	65	73		
10		0.00	72	54	63		
11		0.00	65	48	57		
12		0.26	62	56	59		
13		0.00	74	56	65		
14		0.00	71	61	66		
15		0.20	72	64	68		
16		0.00	72	59	66		
17		0.00	75	53	64		
18		0.00	76	59	67		
19		0.00	76	66	71		
20		0.00	79	67	73		
21		0.00	74	68	71		
22		0.24	79	66	72		
23		0.00	70	60	65		
24		0.00	72	55	64		
25		0.00	74	62	68		
26		0.00	76	68	72		
27		0.00	79	70	75		
28		0.00	84	72	78		
29		0.00	87	72	80		
30		0.00	86	74	80		
31							
Total		1.64					
Average		0.05	74.3	61.7			
Max		0.64	87.4	73.8			
Min		0.0	62.5	48.3			