

**BOARD OF WATER & WASTEWATER COMMISSIONER'S  
MEETING AGENDA\***  
**Harwich Water Department, 196 Chatham Road, Harwich MA**  
*Thursday, September 21, 2023*  
*Open Session 11:30 a.m.*  
*Executive Session 11:45 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.
- B. Executive Session Minutes
  - 1. June 22, 2023

III. PUBLIC COMMENTS / ANNOUNCEMENTS

IV. CONSENT AGENDA

- A. Minutes
  - 1. August 25, 2023

V. ABATEMENTS

VI. OLD BUSINESS

- 1. Capital Plan
- 2. Well/Source Update

VII. NEW BUSINESS

- 1. Phase 3 Archeological Investigation- HWD Support
- 2. FY25 Budget
- 3. New Source Exploration Project Update

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 x.0 or by email at [customerservice@harwichwater.com](mailto:customerservice@harwichwater.com).*

Authorized Posting Officer:

Town Posting Date: \_\_\_\_\_

Tracey Alves | Board Secretary

\_\_\_\_\_ | Town Clerk

VI.

OLD BUSINESS

1. Capital Plan
2. Well/Source Update

**Capital Plan FY24-FY31 (OLD)**

<b>Fiscal Year</b>	<b>Project</b>	<b>Estimated Cost</b>	<b>Notes</b>
FY24	Pavement Management Plan	\$ 175,000	Depot Rd Wellfield
	New Well Construction (BOND 0.5M PROJECT)	\$ 500,000	Near Well 10
	Rt.28 Water main Replacement- Construction (BOND 2.0M PROJECT)	\$ 7,000,000	
FY25	Paint Pleasant Lake Ave Tank (Bond 1M Project)	\$ 1,750,000	
	Backhoe Replacement	\$ 125,000	Replace - 1998 Backhoe
	2 Vehicle Replacement	\$ 75,000	Replace - 2011 Ford F250, 2010 Ford F150
FY26	Pipe Discontinuity Upgrade (Bond 1M)	\$ 1,500,000	5900 LF of discontinuity
FY27	No Project		
FY28	Relocate HWD HQ (Bond 750K)	\$ 1,500,000	
FY29	No Project		
FY30	Vehicle Replacement	\$ 175,000	
FY31	Construct new tank @ Rt.39 (Bond 3M)	\$ 4,500,000	Replace spider leg tank w/ larger hydropillar

**Capital Plan FY24-FY31 (CURRENT)**

Fiscal Year	Project	Estimated Cost	Notes
FY24	Pavement Management Plan	\$ 175,000	Depot Rd Wellfield
	New Well Exploration (Phase 2)	\$ 600,000	Prolonged pump Test
	Rt.28 Water main Replacement- Construction	\$ 14,000,000	
FY25	Paint Pleasant Lake Ave Tank (Bond 1M Project)	\$ 1,750,000	
	Backhoe Replacement	\$ 125,000	Replace - 1998 Backhoe w/ Small Loader
	2 Vehicle Replacement	\$ 125,000	Replace - 2011 Ford F250, 2010 Ford F150
	FY25 Distribution System Upgrades	\$ 10,000,000	TDB Pending Infrastructure Bill
FY26	Pipe Discontinuity Upgrade	\$ 1,500,000	5900 LF of discontinuity
FY27	No Project		
FY28	HWD HQ Upgrades	\$ 1,500,000	Space building/garage
FY29	No Project		
FY30	Vehicle Replacement	\$ 175,000	
FY31	Construct new tank @ Rt.39 (Bond 3M)	\$ 4,500,000	Replace spider leg tank w/ larger hydropillar

<b>Water Dept. Capital Plan FY25 - FY31 (PROPOSED)</b>							
	<b>FY25</b>	<b>FY26</b>	<b>FY27</b>	<b>FY28</b>	<b>FY29</b>	<b>FY30</b>	<b>FY31</b>
<b>Paint Pleasant Lake Tank</b>	\$ 1,750,000						
<b>Backhoe Replacement (Purchase Loader)</b>	\$ 210,000						
<b>Truck 12 - 2011 Ford F-250 - Ford F-150 Ext. Cab</b>	\$ 46,000						
<b>Truck 11 - 2010 Ford F-150 - F-350 or F-450 Ext. Cab 4x4 w. onboard air &amp; converter</b>	\$ 120,000						
<b>Vehicle 15 - 2013 Ford Explorer - Explorer or F-150 Crew Cab</b>	\$ 48,000						
<b>Pipe Discontinuity Upgrade</b>		\$ 1,500,000					
<b>Truck 7 Ford Ranger (sewer) - Replace w/ TBD</b>		\$ 48,000					
<b>Well 10 WTP Upgrades, New Well, Distribution System Connections</b>			\$ 3,500,000				
<b>HWD HQ Upgrades</b>				\$ 1,500,000			
<b>Vehicle Replacement - Peterbuilt</b>						\$ 175,000	
<b>Construct New RT39 Tank</b>							\$ 4,500,000
<b>Vehicle Replacement - Truck 3 F-350 Utility</b>							\$ 75,000
	\$ 2,174,000	\$ 1,548,000	\$ 3,500,000	\$ 1,500,000	No Project	\$175,000.00	\$ 4,575,000

VII. NEW BUSINESS

1. Phase 3 Archeological Investigation- HWD Support
2. FY25 Budget
3. New Source Exploration Project Update

# 2024 Annual Town Meeting - Monday, May 6, 2024

## Town of Harwich

Project start date: 9/5/2023

Milestone marker: 1

Scrolling increment: 0

Milestone description	Assigned to	Progress	Start	Days	SEPTEMBER															OCTOBER															
					T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T
<b>Five Year Financial Outlook</b>			8/11/2023	41	[Gantt bar from 8/11/2023 to 9/20/2023]																														
Establish data sets	TA/FD/DOR DLS	75%	8/11/2023	31	[Gantt bar from 8/11/2023 to 9/10/2023]																														
Review draft report	TA/FD/DOR DLS	0%	9/8/2023	9	[Gantt bar from 9/8/2023 to 9/17/2023]																														
Present to Select Board	TA/FD	0%	9/18/2023	1	[Gantt bar at 9/18/2023]																														
Distribute to Dept. Heads	TA	0%	9/19/2023	1	[Gantt bar at 9/19/2023]																														
<b>Operating Budget Development</b>			9/5/2023	120	[Gantt bar from 9/5/2023 to 10/24/2023]																														
Draft budget message	TA/FD	0%	9/19/2023	22	[Gantt bar from 9/19/2023 to 10/10/2023]																														
Present to Select Board	TA/FD	0%	10/10/2023	1	[Gantt bar at 10/10/2023]																														
Distribute to budget owners	TA	0%	10/11/2023	1	[Gantt bar at 10/11/2023]																														
Develop operating budgets	DH	0%	10/11/2023	53	[Gantt bar from 10/11/2023 to 11/29/2023]																														
Review operating budgets	TA	0%	11/30/2023	57	[Gantt bar from 11/30/2023 to 1/29/2024]																														
Present Comprehensive Budget	TA	0%	1/22/2024	1	[Gantt bar at 1/22/2024]																														
<b>Capital Plan Development</b>			9/5/2023	90	[Gantt bar from 9/5/2023 to 11/24/2023]																														
Submit applications	DH	0%	9/5/2023	40	[Gantt bar from 9/5/2023 to 10/15/2023]																														
Review applications	COC	0%	10/10/2023	55	[Gantt bar from 10/10/2023 to 12/29/2023]																														
Joint Meeting on Capital Plan	SB/FC	0%	12/4/2023	1	[Gantt bar at 12/4/2023]																														
<b>Warrant Development</b>			10/6/2023	180	[Gantt bar from 10/6/2023 to 1/25/2024]																														
Discuss draft article topics	SB/TA	0%	9/18/2023	157	[Gantt bar from 9/18/2023 to 1/13/2024]																														
<i>Accept petitioned articles</i>	TC/TA	0%	9/5/2023	159	[Gantt bar from 9/5/2023 to 1/10/2024]																														
Place petitioned articles	SB	0%	2/20/2024	1	[Gantt bar at 2/20/2024]																														
Transmit Warrant to Finance Comm.	SB	0%	2/20/2024	8	[Gantt bar from 2/20/2024 to 2/28/2024]																														
<i>Hold Public Hearing</i>	FC	0%	2/26/2024	34	[Gantt bar from 2/26/2024 to 3/30/2024]																														
<i>Provide written recommendations</i>	FC	0%	2/26/2024	34	[Gantt bar from 2/26/2024 to 3/30/2024]																														
<b>Warrant Distribution</b>																																			
Close and sign warrant	SB	0%	2/18/2024	45	[Gantt bar from 2/18/2024 to 3/24/2024]																														
Conduct motions meeting	SB/TM/TC/FC/TA/FD	0%	3/1/2024	40	[Gantt bar from 3/1/2024 to 3/31/2024]																														
<i>Post warrant in newspaper</i>	TA	0%	4/1/2024	15	[Gantt bar from 4/1/2024 to 4/16/2024]																														
Post warrant in precincts	TC	0%	4/1/2024	26	[Gantt bar from 4/1/2024 to 4/27/2024]																														
<b>TOWN MEETING</b>			9/5/2023	245	[Gantt bar from 9/5/2023 to 1/19/2024]																														
<i>Town Meeting Begins</i>	TM/TC/SB	0%	5/6/2024	1	[Gantt bar at 5/6/2024]																														
<b>Fiscal Year 2024 Ends</b>																																			
Fiscal Year ends		0%	6/30/2024	300	[Gantt bar from 6/30/2024 to 6/30/2024]																														









