

**MINUTES
HARWICH WATER DEPARTMENT
BOARD OF WATER/WASTEWATER COMMISSIONERS
THURSDAY, NOVEMBER 5, 2020
3:00 P.M.**

WATER COMMISSIONER'S PRESENT: Chair Gary Carreiro, Vice Chair Judith Underwood, Clerk Allin Thompson

OTHERS PRESENT: Superintendent Dan Pelletier, Comptroller Sandra Sieger, Billing Administrator Wellesley Marsh, Board Secretary Tracey Alves

CALL TO ORDER

Chair Carreiro called the meeting to order at 3:08 p.m. A roll call vote was taken to open the meeting, all Board members were in favor; 3-0-0.

CONSENT AGENDA

- A. Minutes**
 - a. October 16, 2020**
 - b. October 27, 2020**

Chair Carreiro entertained a motion to approve the consent agenda for the minutes of October 16, 2020 and October 27, 2020. Clerk Thompson moved to approve the consent agenda with a second by Vice Chair Underwood. A roll call vote was taken with all in favor; 3-0-0.

ABATEMENTS

A. 79 Grey Neck Rd

The Board reviewed an abatement request submitted by the property owner of 79 Grey Neck Rd. Clerk Thompson motioned to deny the abatement but allow a payment plan. Vice Chair Underwood seconded the motion. A roll call vote was taken with all in favor; 3-0-0.

OLD/UNFINISHED BUSINESS

A. Wastewater Rules & Regs

The Town of Chatham's wastewater rules and regulations were provided to Harwich to be used as a draft in developing the wastewater rules and regulations for Harwich.

Superintendent Pelletier reviewed the draft wastewater rules and regulations with the Board.

NEW BUSINESS

A. FY21 Water Liens

Chair Carreiro entertained a motion to approve the FY21 Water Liens not exceed the amount of \$31,955.80. Clerk Thompson moved to approve the FY21 Water Liens with a second by Vice Chair Underwood. A roll call vote was taken with all in favor; 3-0-0.

B. FY22 Water Budget

Superintendent Pelletier reviewed the Board of Selectmen's budget message. A couple of the key takeaways of the budget message are that the Selectmen are requiring a budget that is at most 2% higher than the budget of FY21. They are also looking for the departments to start and develop an initial budget that is level funded from FY21.

Two FY22 water budgets will be prepared, a level funded budget, as well as a budget reflecting increases. The budget deadline is December 4, 2020.

C. Pleasant Lake Ave Tank Project

Superintendent Pelletier updated the Board on the Pleasant Lake Tank project.

COMMISSIONER'S REPORT

Superintendent Pelletier informed the Board that both the Harwich Land Trust letter of support as well as the water bottle refill stations application had been submitted.

NEXT MEETING

The next Board meeting date will be Thursday, November 19, 2020 at 8:00 a.m.

ADJOURNMENT

Chair Carreiro motioned to adjourn at 3:48 pm. Clerk Thompson moved the motion with a second by Vice Chair Underwood. A roll call vote was taken, all in favor; 3-0-0.



Gary Carreiro, Chairman

Dan Pelletier, Superintendent

Judith Underwood, Vice Chair

Tracey Alves, Board Secretary

Allin P. Thompson, Clerk