

**MINUTES
HARWICH WATER DEPARTMENT
BOARD OF WATER/WASTEWATER COMMISSIONERS
FRIDAY, SEPTEMBER 11, 2020
1:00 P.M.**

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

OTHERS PRESENT: Superintendent Dan Pelletier

CALL TO ORDER

Chair Carreiro called the meeting to order at 1:00 p.m.

CONSENT AGENDA

A. Minutes:

- 1. July 31, 2020**
- 2. August 12, 2020**

Chair Carreiro entertained a motion to approve the Consent Agenda. Clerk Thompson moved to approve the minutes of July 31, 2020. Vice Chair Underwood seconded the motion; 3-0-0. Roll call vote was taken with all in favor.

The August 12, 2020 minutes will be added to the next agenda.

OLD UNFINISHED BUSINESS

A. Wastewater Discussion

The topic of Wastewater is on the agenda as a general discussion item. Superintendent Pelletier relayed that there is a lot of work that needs to be done over the next 6-8 months as we gear up to turn the collection system on.

Sewer rates, rules and regulations will need to be ironed out, irrigation meters, the start up of the collection system and how the bringing on and training of contract operators will take place.

Superintendent Pelletier has a meeting scheduled on September 15, 2020 with the Interim Town Administrator regarding the Board of Water Commissioners transitioning to becoming the Board of Water/Wastewater Commissioners.

The Board expressed interest in having all Board members attend future Wastewater meetings with the Town Administrator.

B. Water/Wastewater Commissioner's Role Over Department Employees

The Board would like the language in the Charter to be cleaned up so that the authority of Water Department employees can once again fall under the Board.

NEW BUSINESS

A. FY21 Wastewater Budget

Superintendent Pelletier reviewed the FY21 Wastewater budget with the Board.

B. Laborer Hiring Update

Superintendent Pelletier provided the Board with an update regarding the Distribution Laborer position. There were 26 applicants that applied for the position and interviews will be scheduled shortly.

SUPERINTENDENT'S REPORT

Horsley & Whitten is a firm that has been contracted by the EPA to perform a Cybersecurity assessment at the Water Department.

Saturday, September 26, 2020 is the Annual Town Meeting.

The Department has received the roller. The small trailer has been ordered and is expected to be delivered in October. The larger equipment trailer quotes are due back shortly.

Next week, the Department's digging crew will be on Great Western Rd for the cross-over project.

The Department's annual sanitary and security tank inspections are taking place next Wednesday.

NEXT MEETING

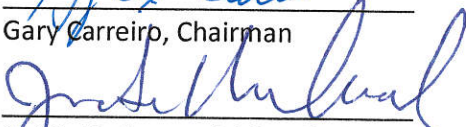
The next Board meeting date will be Thursday, September 24, 2020 at 1:00 p.m.

ADJOURNMENT


Chair Carreiro motioned to adjourn at 2:12 pm. Clerk Thompson moved the motion with a second by Vice Chair Underwood. Roll call vote was taken, all in favor; 3-0-0.



Gary Carreiro, Chairman



Judith Underwood, Vice Chair



Allin P. Thompson, Clerk



Dan Pelletier, Superintendent



Tracey Alves, Board Secretary