

**MINUTES
HARWICH WATER DEPARTMENT
BOARD OF WATER/WASTEWATER COMMISSIONERS
REMOTE PARTICIPATION OPTIONAL OPEN PUBLIC FORUM MEETING
THURSDAY, JANUARY 13, 2021
11:00 A.M.**

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

OTHERS PRESENT: Superintendent Dan Pelletier, Comptroller Sandra Sieger, Billing Administrator Wellesley Marsh, Administrative Assistant Tracey Alves, Dan Mills

CALL TO ORDER

Chair Carreiro called the meeting to order 11:00 a.m.

CONSENT AGENDA

A. Minutes

- 1. October 13, 2021**
- 2. November 10, 2021**
- 3. December 1, 2021**
- 4. December 17, 2021**

Chair Carreiro motioned to approve the Consent Agenda containing the Minutes of October 13, 2021, November 10, 2021, December 1, 2021, and December 17, 2021. Vice Chair Thompson moved to adopt the Consent Agenda. Clerk Donahue seconded. A roll call vote was taken with Chair Carreiro, Vice Chair Thompson, Clerk Donahue and Commissioner Underwood all in favor; 4-0-0.

NEW BUSINESS

A. Q2 Billing Update

Billing Administrator Marsh provided the Board with a billing update. Comptroller Sieger followed with a Q2 billing comparison.

B. Staffing Update

Superintendent Pelletier recognized long time employee Bernie Newhard who is now retiring for his years of service and all his hard work! Thank you, Bernie!

An update was provided on the two new hires coming on board next week. One will start on Tuesday and the other on Wednesday.

C. Internal Projects Update

The Route 39 water tank altitude valve has failed and is out to bid.

The drillers will be out at Well 10 soon.

Superintendent Pelletier provided an update on why the fill pipe was replaced at the Oak Street water tank.

Chair Carreiro asked for an update on the Town of Chatham's status in signing the Wastewater contract. Superintendent Pelletier relayed that there was an all-hands-on-deck meeting last Friday. Weston & Sampson's put draft signatures on responses to questions the Town of Chatham had. The draft signatures met their approval and now the Town of Chatham's should soon sign the contract as well.

D. FY23 Wastewater Budget

Superintendent Pelletier provided an update on the FY22 Wastewater budget.

E. 2021 Town Report

A draft of the 2021 Town Report was provided to the Board. There will be another Board meeting before the final draft is due.

SUPERINTENDENT'S REPORT

Contract 2 for Phase 2 wastewater is now approved.

The T2 Well is down right now due to electrical failure.

The department is pushing forward with the Elements upgrade and the third meeting to update maps is this week.

COMMISSIONER'S REPORT

Clerk Donahue asked about the status of the kick-off meeting for the CWMP. Superintendent Pelletier responded that meetings will be held on January 27th at 6:00 pm and January 29th at 9:00 am in the multi-purpose room at the Community Center.

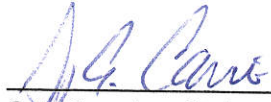
Clerk Donahue ask for an update on the status of the wastewater contract for the old phase 3 design. Superintendent Pelletier responded that the contract and memo are in the Town Administrator's inbox and that next Wednesday the contract would go to the Board of Selectmen for approval.

NEXT MEETING


The next Board meeting will be held on Wednesday, January 26, 2022 at 11:00 a.m.

ADJOURNMENT

Chair Carreiro motioned to adjourn at 11:40 a.m. Vice Chair Thompson moved the motion and Commissioner Underwood seconded the motion. All Board members present were in favor. A role call vote was taken; 4-0-0.

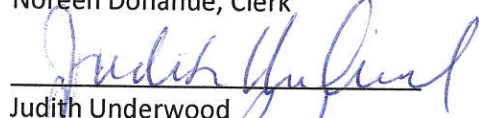


Gary Carreiro, Chairman

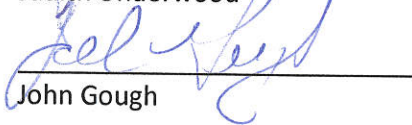


Allin P. Thompson, Vice Chair


Noreen Donahue, Clerk



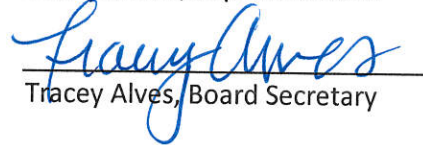
Judith Underwood



John Gough



Dan Pelletier, Superintendent



Tracey Alves, Board Secretary