

**MINUTES
HARWICH WATER DEPARTMENT
BOARD OF WATER/WASTEWATER COMMISSIONERS
WEDNESDAY, DECEMBER 1, 2021
11:00 A.M.**

WATER COMMISSIONER'S PRESENT: Chair Gary Carreiro, Vice Chair Allin Thompson, Clerk Noreen Donahue, Judith Underwood, 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 11:00 a.m.

CONSENT AGENDA

A. Minutes

- 1. October 13, 2021**
- 2. November 10, 2021**

The Minutes of October 13, 2021 and November 10, 2021 will be added to the next agenda.

ABATEMENTS

A. 11 Harbor Way

Superintendent Pelletier updated the Board on the abatement request that had been submitted by 11 Harbor Way. Upon further investigation, ultimately the meter switch calculated as if the meter was replaced from zero consumption which was not the case. Once the bill was adjusted the property owner rescinded the abatement.

NEW BUSINESS

A. FY23 Water Department Budget

Superintendent Pelletier reviewed a level funded FY23 Water Department budget with the Board. Over the past couple of years, due to the instruction to level fund, the department has been cutting away at items in the budget in order to try and meet the budget message.

Superintendent Pelletier recommended restoring some of those line items that have been cut back on over the past few years.

B. FY23 Wastewater Budget

Superintendent Pelletier still has a fair amount of to work to do on the Wastewater Budget. The operating budget from Chatham is required to build Harwich's FY23 Wastewater Budget. At the next IMA meeting, timelines for the flow of information will need to be discussed. There need

to be some similar timelines built-in for Harwich and Chatham to exchange information. The budget for Harwich is due around December 1st. Harwich would ultimately need Chatham's budget around that same time.

C. FY23-FY27 Capital Improvement Plan

Superintendent Pelletier discussed a few wish-list items to incorporate into the FY23-FY27 Capital Improvement Plan in the event future funding becomes available.

The first project discussed was the West Harwich Resiliency Project for the water mains that go under the bridges. In the event these bridges got knocked out, a solution would be to put in a water main through Bells Neck from Great Western to Bells Neck Rd.

The discontinuity project was discussed also. The project would remove all of the discontinuity water mains and replace them with one 12" water main through Harwich center.

The North Harwich and Headwaters Resiliency Project is another project of interest. If and when we do new well construction over at Well 10, Superintendent Pelletier recommends running dual main, one from the raw water well to the treatment plant and then a finished water main and directionally drill from the well site to the backside of the Headwaters Dr neighborhood on Birch Rd. That would allow us to back feed in the even there was ever a break there.

The last project discussed is to address the above ground water main on Lothrop Ave underground.

SUPERINTENDENT'S REPORT

Superintendent Pelletier had a pre-construction meeting today with Verizon at the Pleasant Lake tank as they are going to be upgrading their equipment.

The contract operations agreement for the sewer collection system, Superintendent Pelletier was made aware that Chatham has provided some comments to Weston & Sampson that Weston & Sampson is now going to be providing a response to. Dan expects that the contract may be signed in the near future.

Superintendent Pelletier provided the Board with an overview on the well exploration. The drillers have identified an upper and a lower formation. The lower formation does have iron and manganese but will have less environmental impacts and is more drought tolerant. The lower formation is preferable.

The conduit run is now completed from Chatham Rd to the Rt 39 tank.

The altitude valve at the Route 39 tank is an original from 1956 and is having some issues. A vendor was out last week to price out a new valve.

The paperless work order program Elements upgrade is nearing.

The Department is planning on being out on Lothrop next week. After the water main break out there, the steel plate may have torn the filter fabric paper and the tear has been allowing the

aggregate in the road to cause a sink hole. If that is the problem, the department will have to replace the filter fabric.

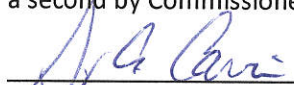
The two job postings within the department have been advertised and there have been two applicants so far.

NEXT MEETING

The next Board meeting will be held on Friday, December 17, 2021 at 11:00 a.m.

ADJOURNMENT

Chair Carreiro motioned to adjourn at 12:11 p.m. Vice Chair Thompson moved the motion with a second by Commissioner Underwood. All in favor; 5-0-0.



Gary Carreiro, Chairman



Dan Pelletier, Superintendent

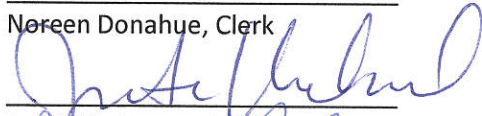


Allin P. Thompson, Vice Chair

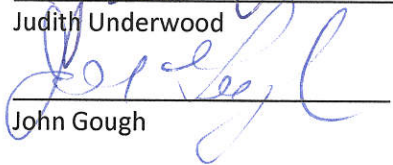


Tracey Alves, Board Secretary

Noreen Donahue, Clerk



Judith Underwood



John Gough