

**MINUTES
HARWICH WATER DEPARTMENT
BOARD OF WATER/WASTEWATER COMMISSIONERS
FRIDAY, DECEMBER 17, 2021
11:00 A.M.**

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

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**
- 3. December 1, 2021**

The Minutes of October 13, 2021, November 10, 2021 and December 1, 2021 will be added to the next meeting agenda.

ABATEMENTS

A. 584 Route 28, Unit 6

The Board reviewed an abatement request submitted by the property owner of 584 Route 28, Unit 6. Vice Chair Thompson moved to deny the abatement request with a second by Commissioner Underwood, all in favor; 5-0-0.

NEW BUSINESS

A. FY23 Water Budget

Superintendent Pelletier reviewed the FY23 Water Budget with the Board.

A few updates to the budget since the last meeting include that a draft of the Indirects have been received and \$167,000 of debt from the Route 39 tank came off of the budget.

Superintendent Pelletier provided an overview of the Water Department's OPEB liability. The Water Department's contribution of \$50k per year has been the sole contribution towards OPEB for the past four years for the entire Town. The Town's obligation for OPEB at this time totals approximately \$35 million dollars which is estimated to be due by 2050.

The level funded budget message is the result of the Town's assessments going up and until the magnitude of those are fully understood funding conservatively was the recommendation.

B. FY23 Wastewater Budget

Superintendent Pelletier provided an overview of the FY23 Wastewater Budget to the Board. Superintendent Pelletier received an incomplete copy of Chatham's budget last night so there is still some information that is needed in order to finalize the FY23 Wastewater Budget.

C. FY23-FY27 Capital Improvement Plan

Wish-list items for both water and wastewater preliminary project placeholders were incorporated into the Capital Improvement Plan for FY23-FY27.

The Capital Outlay meeting that was originally scheduled for this past Tuesday has been postponed due to quorum issues. The meeting will now most likely take place on the 22nd.

D. 2021 Town Report

The 2021 Town Report submission is going to be fast approaching. Any input or changes the Board wants to make will be included in the final draft.

The Board recommended separating Water statistics from Wastewater statistics.

SUPERINTENDENT'S REPORT

The Department had an appellate hearing last week for Conboy vs. Harwich. A decision was made in the Town's favor with respect to that abatement.

We have interviews on Monday for the two D2 operator positions that are open.

The tank inspections have been completed.

The staff thanks the Commissioner's for the Dunkin Donuts gift cards they were given!

The Board has given the staff in the past a Commissioner's Day off. Superintendent Pelletier asked if the Commissioner's would consider granting the staff the day of Thursday, December 23, 2021 off. Vice Chair Thompson moved that the staff be given a Commissioner's Day off on Thursday, December 23rd. Chair Carreiro seconded the motion; 5-0-0.

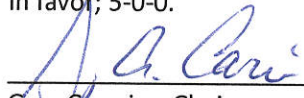
The Board expressed their frustration that Chatham has still not followed through with signing the contract so that Harwich can send out the Welcome Packets and start-up the collection system.

NEXT MEETING

The next Board meeting will be held on Thursday, January 13, 2022 at 11:00 a.m.

ADJOURNMENT

Chair Carreiro motioned to adjourn at 12:33 p.m. Vice Chair Thompson moved the motion. All in favor; 5-0-0.



Gary Carreiro, Chairman



Allin P. Thompson, Vice Chair

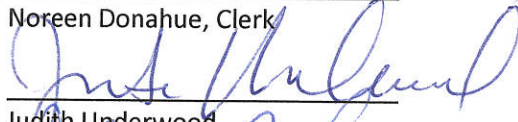


Dan Pelletier, Superintendent



Tracey Alves, Board Secretary

Noreen Donahue, Clerk



Judith Underwood



John Gough