

**MINUTES
HARWICH WATER DEPARTMENT
BOARD OF WATER/WASTEWATER COMMISSIONERS
THURSDAY, DECEMBER 3, 2020
1:00 P.M.**

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

OTHERS PRESENT: Superintendent Dan Pelletier, Comptroller Sandra Sieger, Board Secretary Tracey Alves

CALL TO ORDER

Chair Carreiro called the meeting to order 1:05 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

1. November 5, 2020

Chair Carreiro entertained a motion to approve the minutes of November 5, 2020. Clerk Thompson moved to approve the minutes with a second by Vice Chair Underwood. A roll call vote was taken with all in favor; 3-0-0.

OLD/UNFINISHED BUSINESS

A. FY22 Draft Wastewater Budget

A version of the FY22 wastewater budget was presented to the Board. One difference was that the IMA contract ops line item was reduced. The Indirects figures were also not included. Once the Indirects figures are provided, the budget will need to be revised again. Another change is that the 1% cola was added to salary & wages to both budgets.

Contract operations includes general operational things from Weston & Sampson.

Chatham has still not responded to Superintendent Pelletier. Conversations need to get moving and they are not communicating.

B. FY22 Water Budget

Comptroller Sieger provided an overview on the FY22 water budget. The budget was created under the instruction to keep things level funded.

Clerk Thompson moved to adopt the FY22 water budget with a second by Vice Chair Underwood. A roll call vote was taken with all in favor; 3-0-0.

NEW BUSINESS

A. Draft Sewer Rules & Regulations

The Board was distributed a draft of the Sewer Rules & Regulations. A page will be added to the definitions section in article one which will explain what the abbreviations stand for throughout the document.

B. Pleasant Lake Storage Tank Project

Superintendent Pelletier updated the Board on the Pleasant Lake Storage Tank Project. The pre-bid meeting has taken place. The site was inspected and a pre-cleaning is being done. The bid opening is slated to take place on December 10, 2020.

C. Department Operations

Superintendent Pelletier provided the Board with an overview of the town's plan to move towards a hybrid remote working model in an effort to curve the spread of Covid-19.

D. FY22 Capital Request

The Capital requests from FY21 have been bumped to FY22. That includes the well exploration project as well as engineering monies for the design of Route 28 water main replacement project. New to the plan is the drinking water protection grant, an article for this will be in town meeting as well as a placeholder.

SUPERINTENDENT'S REPORT

Superintendent Pelletier updated the Board on the Water Bottle Filling Station project. Because the structures will be placed on town land, the applicant has been changed from Patrick Otten to Joe Powers. There is one location that will not qualify because it is not located on town-owned land and therefore another location will be researched.

BOS is meeting on Tuesday, December 8, 2020 and the meeting topic is solely on wastewater.

Water main hydrant flushing has concluded for the season.

Superintendent Pelletier updated the Board on the water main break on Periwinkle Way.

NEXT MEETING

The next Board meeting date will be Thursday, December 17, 2020 at 3:00 p.m.

ADJOURNMENT

Chair Carreiro motioned to adjourn at 1:51 p.m. 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

Gary Carreiro (Jan 28, 2021 19:49 EST)

Gary Carreiro, Chairman

JUD

Judith Underwood (Jan 28, 2021 23:31 EST)

Judith Underwood, Vice Chair

Allin P. Thompson

Allin P. Thompson, Clerk

Dan Pelletier

Dan Pelletier, Superintendent

Tracey Alves

Tracey Alves, Board Secretary