

**MINUTES
HARWICH WATER DEPARTMENT
BOARD OF WATER/WASTEWATER COMMISSIONERS
THURSDAY, JULY 15, 2021
11:00 A.M.**

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

OTHERS PRESENT: Superintendent Dan Pelletier, Comptroller Sandra Sieger, Billing Administrator Wellesley Marsh, Administrative Assistant Tracey Alves, Jon Chorey, Harwich residents

CALL TO ORDER

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

CONSENT AGENDA

A. Minutes

- 1. June 9, 2021**
- 2. June 24, 2021**
- 3. June 30, 2021**

Chair Carreiro entertained a motion to approve the Consent Agenda. Vice Chair Thompson moved to approve the Consent Agenda pending an amendment be made to grammar in the Minutes of June 30th. Clerk Donahue seconded the motion pending an amendment be made to language used in the Minutes of June 9th regarding the tax credit available through the State for sewer connection. The language will now read that it "covers up to \$15,000 worth of expenses at 40% equaling a total of \$6,000 towards a sewer connection." All in favor; 5-0-0.

ABATEMENTS

A. FY21 Q4 Water Department Usage

Vice Chair Thompson motioned to approve FY21 Q4 Water Department usage. Clerk Donahue seconded the motion; 5-0-0.

B. FY21 Q4 Internal Adjustments

Vice Chair Thompson motioned to approve FY21 Q4 Internal Adjustments. Clerk Donahue seconded the motion; 5-0-0.

PUBLIC HEARINGS/PRESENTATIONS

A. Discussion and possible vote to approve Sewer Rates & Fees- 11:00a.m.

Chair Carreiro took a motion to open the Public Hearing. Vice Chair Thompson moved the motion with a second by Clerk Donahue; 5-0-0. Chair Carreiro welcomed everyone to the Public

Hearing. The purpose of the public hearing is to receive public input regarding the proposed sewer rates. The proposed sewer rates are as follows:

PROPOSED SEWER RATES		
Base Rate & 1 st 8,000 Gallons	75.00	Quarterly
Tier 1 (0-8,000 Gallons)	0.00	Included in base rate
Tier 2 (8,001–15,000 Gallons)	5.43	per 1,000 gallons
Tier 3 (15,001 – 40,000 Gallons)	5.83	per 1,000 gallons
Tier 4 (40,001 + Gallons)	6.05	per 1,000 gallons

Vice Chair Thompson moved to adopt the Sewer Rates & Fees as presented. Clerk Donahue seconded the motion; 5-0-0.

Chair Carreiro motioned to close the Public Hearing. Vice Chair Thompson moved the motion with a second by Commissioner Underwood; 5-0-0.

OLD/UNFINISHED BUSINESS

A. 53 Neel Rd- Update

The Water Department has received notification that 53 Neel Rd has filed an appeal with the State Appellate Board.

CONTRACTS

A. GHD Agreement- Vote & Sign

Commissioner Underwood motioned to accept the agreement as written. Vice Chair Thompson seconded the motion; 5-0-0.

B. GZA Agreement- Vote & Sign

Vice Chair Thompson motioned to accept the agreement. Commissioner Underwood seconded the motion; 5-0-0.

C. Ti-Sales Bid Renewal- Vote & Sign

The Ti-Sales Bid is for renewal of the Department's annual meter pricing.

Vice Chair Thompson motioned to accept the agreement. Commissioner Underwood seconded the motion; 5-0-0.

NEW BUSINESS

A. New Water Main Inspector; Brian Celia

A certified water main Inspector acts on behalf of the Town to inspect the water main installation work done by a Certified Water Main Installer.

Vice Chair Thompson moved to approve Brian Celia of DEL Inspection Services as a new Water Main Inspector for the Town of Harwich; 5-0-0.

B. FY21 FYE Water Budget

Comptroller Sieger provided the Board with an overview of the FY21 FYE Water Budget.

C. FY21FYE Wastewater Budget

Comptroller Sieger provided the Board with an overview of the FY21 FYE Wastewater Budget.

D. Wastewater- Update

Superintendent Pelletier relayed that the letters and order to connect packets would be going out at the end of August for those in Contract #1 and in September for those in Contract #2. Contract #2 is the Church Street side and Contract #1 is the Route 137 and 139 side of East Harwich.

Yesterday was a big day in progress towards starting up the collection system, DEP was on site to do the start-up of both of the pump stations in the Robert Our contract, the stations on 137 at Sherwood and on Spences Trace. They rang all of the bells and will be sending out correspondence within the coming weeks that says Harwich is good to start up the collection system.

Harwich is wrapping up a few finishing items with Chatham. There will be amendments made to the IMA to finalize the mechanism for payment for us to pay them for Weston & Sampson's operators to oversee the collection system as well as extending milestone payment terms.

The Water Department and the Health Department will be meeting next week to discuss organizing the mailing of the Letter to Connect packet. The Board would like to review the packet before it is mailed.

Chair Carreiro asked how the Water Restrictions are going? The Department has been sending out letters to those who may not be aware of the Water Restrictions that are in place. A letter was even released to a company on well water who was heavily irrigating during these times of mandatory restriction.

COMMISSIONER'S REPORT

Commissioner Underwood joined the tour of the Forest Food Initiative on Bay Rd and it was wonderful. They are experts on edible plants.

Chair Carreiro mentioned the Capital Plan and Budget and would this added to the next agenda to bring everyone up to speed on what is planned for the next ten years.

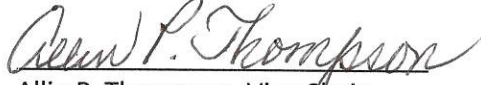
NEXT MEETING

The next Board meeting will be held on Thursday, July 29, 2021 at 11:00 a.m.

ADJOURNMENT

Chair Carreiro motioned to adjourn at 12:14p.m. Vice Chair Thompson moved the motion with a second by Commissioner Underwood. All in favor; 5-0-0.

Gary Carreiro, Chairman



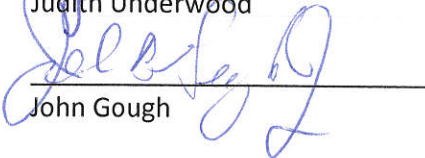
Allin P. Thompson, Vice Chair



Noreen Donahue, Clerk



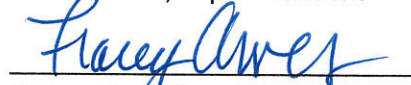
Judith Underwood



John Gough



Dan Pelletier, Superintendent



Tracey Alves, Board Secretary