

Harwich Water Department
BOARD OF WATER COMMISSIONERS
Meeting on Thursday, September 17, 2015

Present: Chairman Allin Thompson, Vice Chair Danette Gonsalves, Clerk Gary Carreiro, Superintendent Dan Pelletier, Selectman Mike MacAskill, Comptroller Sandra Cummings, Sr. Billing Administrator Wellesley Marsh, Secretary Tracey Alves

Chairman Thompson called the meeting to order at 7:03 a.m.

Chair Thompson entertained a motion to approve the minutes from September 3, 2015 and sign the amended minutes from August 20, 2015. Clerk Carreiro noticed a change to be made to the minutes of September 3, 2015. Vice Chair Gonsalves moved to approve the amended minutes from August 20, 2015 as well as the minutes from September 3, 2015 as amended. Clerk Carreiro seconded; 3-0-0

The Harwich Water Department's Rules & Regulations as well as the meter rates and fees are still under review by the Board.

The Board reviewed the 7-Year Capital plan. The only addition made to the plan includes the costs associated with updating the SCADA operating system.

The price of water tanks keeps climbing. Superintendent Pelletier learned about glass infused-steel water tanks at the MA Waterworks conference. They are elevated tanks that require little to no maintenance. He will present the Board with more information about this type of tank in the near future.

Sr. Billing Administrator Marsh provided the Board with a billing update. This fall billing cycle was a bit of a challenge. In addition, the Stop & Shop plaza irrigation account will need to be readdressed as well as the account of 8 Mid Pine Road. Data related to both of the aforementioned accounts will be presented at the next Board meeting.

Vice Chair Gonsalves motioned to put the Stop and Shop account and 8 Mid Pine Road on the next agenda. Chair Thompson seconded; 3-0-0

Sr. Billing Administrator Marsh apprised the Board of a new property on Bakers Drive that had an extensive leak over the summer due to a head that blew off of the irrigation system.

The Department is projecting to implement quarterly billing in FY17.

Superintendent Pelletier gave a wastewater update. Pelletier discussed a few different parcels of land that may be suitable for a wastewater recharge site. Research will be done by Pelletier to determine which location would be the most suitable for a recharge site seeing that one parcel would flow to Pleasant Bay and the other to Nantucket Sound. The Board will vote on a parcel of land at their next meeting. The Comprehensive Wastewater Management Plan will also be discussed at the next meeting along with what the plan is for the Pleasant Bay watershed.

The Board has a copy of the Town's solar contract and will be reviewing the details to see what the options may be moving forward.

The 2016 Massachusetts Municipal Association annual meeting and trade show is coming up in January. Comptroller Cummings will gather details on who will be attending.

The annual meeting with the Board of Selectmen is scheduled for November 16, 2015.

Superintendent Pelletier will tour Well 10 with the Capital Outlay Committee on September 22, 2015 between 8:00 a.m. and 12:00 p.m. Another tour will be scheduled and filmed by Channel 18 in November after the floors at Well 10 have been painted with a gloss coat.

Superintendent Pelletier will be attending classes soon for Distribution licenses D2-D4 on Tuesday afternoons.

Contract negotiations is approaching on September 24, 2015 and Superintendent Pelletier has updated the Equipment Operator 1 & 2 job descriptions. The titles of these positions are also changing. Equipment Operator 1 will now be Distribution Foreman and Equipment Operator 2 will be Distribution Mechanic/Operator. The titles and descriptions will match more precisely to the scope of work that is being performed out in the field. The new descriptions along with new pay grades will be presented to the Union. The Board would like to review the changes when convenient and gave Pelletier the go ahead on proceeding.

The Board briefly discussed a couple of properties on Doane Road which involved an agreement that had been made with the old Water Superintendent.

The Board of Water Commissioners will do a review on the new Superintendent prior to ending of his 6-month probationary period.

A copy of the Draft Utilities Reorganization Study that was done back in 2012 has been added to the Water Department's website under News & Events.

The Board will meet again on Thursday, October 1, 2015.

Chair Thompson motioned to adjourn at 8:34 a.m. Vice Chair Gonsalves moved the motion with a second by Clerk Carreiro; 3-0-0

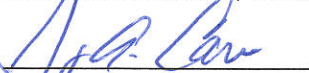
Respectfully submitted,



Allin P. Thompson, Chairman



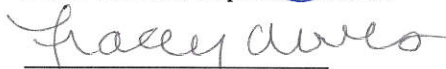
Danette Gonsalves, Vice Chair



Gary Carreiro, Clerk



Dan Pelletier, Superintendent



Tracey Alves, Board Secretary