

Harwich Water Department
BOARD OF WATER COMMISSIONERS
Friday, November 18, 2016, 7:00 a.m.

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

Chair Carreiro called the meeting to order at 7:00 a.m.

Chair Carreiro entertained a motion to approve the Minutes from October 13, 2016 as well as the Minutes from October 25, 2016. The Minutes from October 13, 2016 will be amended and voted on at the next meeting. Vice Chair Thompson moved to approve the Minutes from October 25, 2016 with a second by Clerk Gonsalves, 3-0-0

Vice Chair Thompson moved to approve the FY17 Fall Billing Abatement for Water Department accounts. Clerk Gonsalves seconded, all in favor; 3-0-0

The Board reviewed an abatement deferral request for 6 Gilbert Lane. The Board was not in favor of deferring the abatement and voted to deny both the deferral and the abatement with a motion by Clerk Gonsalves and a second by Vice Chair Thompson, all in favor; 3-0-0

The Board discussed funding for OPEB.

The Board reviewed the Verizon/NSTAR agreement that Legal Counsel edited with red lines for the pole at the Lothrop Tank site. Vice Chair Thompson moved to approve the Verizon/NSTAR draft agreement with the red lined edits, with a second by Chair Carreiro, all in favor; 3-0-0

Comptroller Cummings provided an overview on the FY17 1st Quarter Budget Report.

Superintendent Pelletier relayed that potassium hydroxide is 2.4% more expensive than sodium hydroxide. The cost of potassium hydroxide is going down slowly while the cost of sodium hydroxide is going up fast.

The Water Department will perform a "test run" of quarterly billing. If and when the Department decides to change over to quarterly billing the public would be given advanced notice.

The FY18 Budget was reviewed. It was decided that a few line items will be consolidated. Vice Chair Thompson moved to adopt the proposed FY18 budget and consolidation of the line items. Clerk Gonsalves seconded; 3-0-0

Superintendent Pelletier will talk to the Town about the maintenance fees for People's GIS software. There are various departments that use this software so the maintenance fees could be divided.

Speakman Excavating, LLC submitted paperwork to become a Certified Water Main Installer for the Town. Vice Chair Gonsalves moved that Speakman Excavating, LLC proceed on a case-to-case basis until 3 jobs are performed within Harwich that meet the Department's

expectations. Upon completion of 3 jobs they will be added to the list of Certified Water Main Installers. This motion was seconded by Chair Carreiro, all in favor; 3-0-0

The Board of Water Commissioner's annual meeting with the Board of Selectmen is on Monday, November 28, 2016.

Soundside Court Condominium submitted a reconsideration letter after having been denied abatement in an effort to negotiate a settlement before going to meet with the Appellate Board to discuss the case on Thursday, December 1, 2016. Clerk Gonsalves moved to deny the reconsideration letter with a second by Vice Chair Thompson, all in favor; 3-0-0


The Barnstable County Water Utilities Association will be holding their holiday party on the afternoon of Tuesday, December 13th, 2016. Superintendent Pelletier proposed that the Water Department close for the afternoon so that Water Department staff may attend. The Board recommended for Superintendent Pelletier to consult with the Town Administrator regarding this matter to gather his input on the idea.

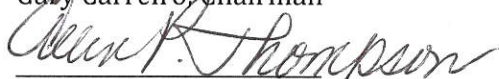
The Board signed a letter that will be sent to plumbers who perform work in Harwich to remind them of the Rules & Regulations concerning meter removal.

The Board will meet again on Friday, December 2, 2016.

Chair Carreiro motioned to adjourn at 8:33 a.m. Clerk Gonsalves moved to approve the motion, motion carried; 3-0-0.

Respectfully submitted,


Gary Carreiro, Chairman


Allin P. Thompson, Vice Chair


Danette Gonsalves, Clerk


Dan Pelletier, Superintendent

Tracey Alves, Board Secretary

Exhibits:

1. Board of Water Commissioners agenda-November 18, 2016
2. Minutes; October 13, 2016
3. Minutes; October 25, 2016
4. FY17 Fall Billing for Water Department Accounts
5. Abatement; 6 Gilbert Lane with Request to Defer
6. Speakman Excavating, LLC; Water Main Installer Application
7. 2016 Annual Meeting with BOS Memo & E-mail reminder
8. Soundside Court Condo reconsideration of abatement letter
9. BCWUA Holiday Meeting Flyer
10. October Monthly Weather & Pumpage Reports- 2016 & 2015