

Harwich Water Department
BOARD OF WATER COMMISSIONERS
Thursday, December 15, 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

Chair Carreiro called the meeting to order at 7:02 a.m.

Chair Carreiro entertained a motion to approve the Minutes from December 2, 2016. Clerk Gonsalves moved to approve the Minutes with a second by Vice Chair Thompson, 3-0-0.

Superintendent Pelletier apprised the Board of the status of construction at the new Lothrop Water Tank site. He also informed them of a change order from the electric company, in an amount not to exceed \$10,000, for a vault that needs to be installed at the site. Clerk Gonsalves motioned to approve the change order not to exceed \$10,000 with a second by Chair Carreiro, motion carried; 3-0-0

The topic of OPEB was discussed. The figure in which the Water Department should carry in the budget for OPEB is a figure that the Finance Director should give to the Water Department.

The topic of Indirects was discussed. The figure for Indirects is a figure that the Finance Director and Town Administrator should be giving to the Water Department.

Superintendent Pelletier reviewed KP Law's opinions with the Board regarding various issues to questions that the Water Department had asked for clarification on.

Meter tampering was discussed. It was decided that a warning letter signed by Superintendent Pelletier will be mailed out to first time offenders of meter tampering and if there is ever a second offense the case will come before the Board of Water Commissioners.

Superintendent Pelletier reviewed a well exploration map of Harwich with the Board. This topic will remain on the agenda. A draft letter will be sent to the Board of Selectmen requesting permission and access to drill and explore a parcel north of Route 6 for water.

Superintendent Pelletier reviewed a spreadsheet of the conditions of the Water Department's wells with the Board. In order to keep up with all of the development taking place and the demand for water, new well sites are going to be needed in the future. The Water Department needs to maintain the ability to get the water out of the ground. Vice Chair Thompson also noted the importance of setting land aside for recharge.

The topic of Solar Revenue was discussed. The Board asked for a complete breakdown of the whole thing including total revenue, expenses, maintenance, taxes, percentages, etc. An e-mail will be sent to Town Administrator Clark requesting this information and Selectman MacAskill will be copied on the e-mail. This topic will remain on the agenda.

The Board had a question regarding how the interest on the Enterprise Fund is calculated. This question will be looked into and brought back to the Board.

The FY2018 Budget was reviewed by the Board.

The Water Department will begin taking on the task of replacing the largest meters in Town beginning after the New Year.

The Water Department just finished performing a quarterly billing dry test run and has been changing out all of the radio readers that did not pick up a meter read.

The staff of the Water Department would like to thank the Board of Water Commissioners for allowing the staff to attend this year's 2016 Barnstable County Water Utilities Association Holiday luncheon.


MMA is coming up on January 20, 2017 in Boston.


The Board will meet again on Thursday, January 12, 2017.


The following meeting will be held on Wednesday, January 25, 2017.

Chair Carreiro motioned to adjourn at 8:20 a.m. Clerk Gonsalves moved to approve the motion, motion carried; 3-0-0.

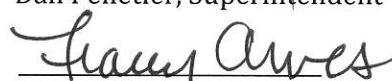
Respectfully submitted,


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-December 15, 2016
2. Minutes; December 2, 2016
3. KP Law Packet; Legal Opinions Regarding Various Issues
4. Well Condition Spreadsheet
5. Draft Memorandum of Understanding between BOS & BOWC; Share of Solar Revenue
6. Water Enterprise Fund-Indirects Detail Worksheet
7. FY 2018 Budget
8. Well Exploration Site Map