

Harwich Water Department
BOARD OF WATER COMMISSIONERS
Wednesday, March 29, 2017, 7:00 a.m.

Present: Chair Gary Carreiro, Vice Chair Allin Thompson, Clerk Danette Gonsalves, Superintendent Dan Pelletier, Sr. Billing Administrator Wellesley Marsh, Board Secretary Tracey Alves, Comptroller Sandra Sieger, Treasurer Amy Bullock

Chair Carreiro called the meeting to order at 7:01 a.m.

Chair Carreiro entertained a motion to approve the consent agenda which included the minutes from March 15, 2017. Vice Chair Thompson motioned to approve the minutes with a second by Clerk Gonsalves, motion carried; 3-0-0.

The Water Department Water Usage abatement was reviewed by the Board. Vice Chair Thompson motioned to approve the abatement with a second by Clerk Gonsalves, motion carried; 3-0-0.

The Board reviewed an abatement submitted by the property of 8 Shore Landing Road. Vice Chair Thompson motioned to deny the abatement with a second by Clerk Gonsalves, motion carried; 3-0-0.

The topic of OPEB was discussed. Actuarial reports are provided every two years. The Enterprise Fund should be broken out when the reports are provided. OPEB should be charged as an Indirect. This topic will remain on the agenda.

Superintendent Pelletier apprised the Board that the Chamber of Commerce has proposed bringing the fireworks display back to the Harwich Cranberry Festival. Discussion took place regarding allowing a fireworks display as long as the lighting of the fireworks takes place outside of the Zone 2 areas. Superintendent Pelletier will send the Chamber of Commerce a map of the Zone 2 areas. Clerk Gonsalves motioned to allow fireworks to take place at the Harwich Cranberry Festival as long as they are lit off outside of the Zone 2 areas. Vice Chair Thompson seconded the motion, motion carried; 3-0-0

Treasurer Amy Bullock attended the meeting to present to the Board how the interest accrues on the Enterprise Fund. A new Finance Director was just hired and once the new hire has had a few months to acclimate, the Board would like to revisit this topic of discussion.

The topic of AC water main pipes was discussed. The pipes can either be removed at some point in time or abandoned. Superintendent Pelletier will research the cost and procedure involved in removing the pipes.

The discontinuity in water main sizes throughout town will be addressed in the near future. The Water Department has a plan in place to begin replacing the 2" water mains in town with much larger main piping.

The Board reviewed a request submitted by the property owner of 151 Gorham Road. The request involved the Town moving the fire hydrant located out front of the property to a different location. Chair Carreiro motioned to take no action and leave the fire hydrant in its current location. Vice Chair Thompson seconded the motion, motion carried; 3-0-0

The Board reviewed reporting which showed that FY17 Fall usage exceeded the anticipated projections.

A list of the top 100 consumers of water will be presented at the next meeting.

Superintendent Pelletier reported that the Tank Inspection Reports had arrived. The Board will review the reports and the item will be placed on the agenda for the next Board meeting.

The SCADA materials are out for procurement. Woodard & Curran will be programming the software. Superintendent Pelletier relayed that it wouldn't be an issue if the programming had to wait until after the summer if Woodard & Curran felt there could be any issues with the integration.

The ASR and CCR have been completed and submitted.

The Board will meet again on Friday, April 14, 2017.

Chair Carreiro entertained a motion to adjourn at 8:35 a.m. Vice Chair Thompson moved to approve the motion with a second by Clerk Gonsalves, motion carried; 3-0-0.

Respectfully submitted,

Gary Carreiro, Chairman

Dan Pelletier, Superintendent

Allin P. Thompson, Vice Chair

Tracey Alves, Board Secretary

Danette Gonsalves, Clerk