

Harwich Water Department
BOARD OF WATER COMMISSIONERS
Wednesday, October 18, 2017, 7:00 a.m.

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

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

Chair Carreiro motioned to approve the Consent Agenda which included the Minutes from September 13, 2017 and October 4, 2017. Vice Chair Thompson moved to approve the motion with a second by Clerk Gonsalves; 3-0-0.

Superintendent Pelletier provided the Board with an update regarding OPEB.

Verizon is interested in moving forward with constructing a cell tower on Water Department property. It was discussed that the revenues from this cell tower would be split 50/50 between the Water enterprise fund and the new Wastewater enterprise fund.

Superintendent Pelletier provided an update on the WMA Permit.

The Board of Water Commissioners is scheduled to meet with the Capital Outlay Committee on Wednesday, November 8, 2017.

AC Pipe Certification class is scheduled to take place on Thursday, November 16, 2017.

The town's IT Director had performed maintenance to the town's municipal program, Munis and forgot an important step which created quite an issue for the Water Department during the latest billing period. Sr. Billing Administrator Marsh was able to research the problem and request that the IT Director fix the issue. Extra measures will be taken in the future to ensure that it does not happen again.

Research is being done regarding rate structure and implementation of Quarterly billing.

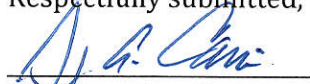
Superintendent Pelletier provided the Board with an update on the SCADA project.

National Wash is scheduled to clean both the Oak Street water tank as well as the Route 39 water tank at the end of October. Tank inspections will be scheduled soon after.

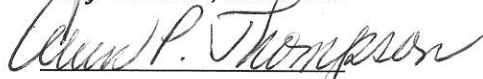
The Board will meet again on Wednesday, November 1, 2017.

Chair Carreiro entertained a motion to adjourn at 7:41 a.m. Vice Chair Thompson moved to approve the motion with a second by Clerk Gonsalves, motion carried; 3-0-0.

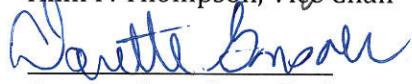
Respectfully submitted,



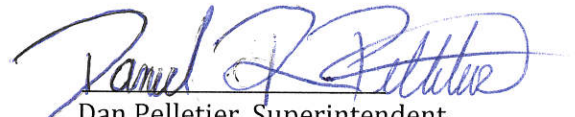
Gary Carreiro, Chairman



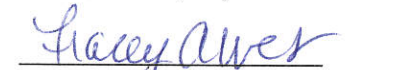
Allin P. Thompson, Vice Chair



Danette Gonsalves, Clerk



Dan Pelletier, Superintendent



Tracey Alves, Board Secretary