

Harwich Water Department  
BOARD OF WATER COMMISSIONERS  
Friday, May 4, 2018, 7:00 a.m. / Public Hearing 7:30 a.m.

Present: Chair Gary Carreiro, Vice Chair Allin Thompson, Clerk Judith Underwood, Superintendent Dan Pelletier, Comptroller Sandra Sieger, Sr. Billing Administrator Wellesley Marsh, Board Secretary Tracey Alves, Dana Milan, Caleb Ladue, Residents of Harwich

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

Chair Carreiro entertained a motion to approve the Consent Agenda which included the minutes of February 28, 2018, March 6, 2018, March 28, 2018 and April 20, 2018. An amendment will be made to the minutes of April 20, 2018. Vice Chair Thompson moved to approve the minutes with a second by Clerk Underwood; 3-0-0

The Board reviewed an abatement request submitted for water accounts, Route 28 at Exit 11, as well as, Chase Street at Route 28. Vice Chair Thompson moved to abate \$70.00 from each water account for charges related to spring billing. Clerk Underwood seconded the motion; 3-0-0.

The Board reviewed an abatement request submitted by 16 Route 28 due to a leak that occurred at the property. Vice Chair Thompson moved to abate half of the cost of the spring water bill which amounted to \$2,531.56. Clerk Underwood seconded the motion; 3-0-0.

The Board reviewed an abatement request submitted by 1016 Queen Anne Road due to a leak that occurred at the property. Vice Chair Thompson moved to abate half of the cost of the spring water bill which amounted to \$515.35. Clerk Underwood seconded the motion; 3-0-0.

The Board reviewed an abatement request submitted by 8 Drum Lane due to a leak that occurred at the property. Vice Chair Thompson moved to abate half of the cost of the spring water bill which amounted to \$340.89. Clerk Underwood seconded the motion; 3-0-0.

The Board reviewed an abatement request submitted by 383 Pleasant Lake Avenue. Vice Chair Thompson moved to abate half of the cost of the spring water bill which amounted to \$621.17. Clerk Underwood seconded the motion; 3-0-0.

The Town's legal team has come to an agreement with CVEC's legal team regarding the Solar contract. The Board had previously authorized Superintendent Pelletier to sign the contract once it is ready.

The Lower County Road Water Main Improvements Project bid opening results were discussed. Vice Chair Thompson excused himself from the Board room table. The lowest bid was submitted by the Robert B. Our Company. Clerk Underwood motioned to authorize the Chair to execute the signature on the notice of award to Robert B. Our Company for the Lower County Road Water Main Improvements Project. Chair Carreiro seconded; 2-0-0.

The water department will begin spring flushing soon. The schedule will most likely be that flushing will take place between the hours of 7:00 p.m.-11:00 p.m.

The DEP has requested detailed vernal pool, weather and pumping data from the past 10 years for the Water Management Act. Superintendent Pelletier has been compiling this information to present to them.

Superintendent Pelletier relayed that Peoples GIS training has begun town-wide and that the software is very impressive.

Chair Carreiro motioned to open the public hearing at 7:33 a.m. Vice Chair Thompson moved the motion with a second by Clerk Underwood; 3-0-0.

Superintendent Pelletier gave an overview of the proposed Quarterly Billing structure for the water department. The proposed water rates have not increased, they have simply been divided. The proposed structure would allow for water bills to be released 4 times per year vs. 2 times per year. \*\*Please see attached\*\*

The Board's Vice Chair Thompson moved to adopt Quarterly Billing effective retroactively back to the last meter read taken for the March 2018 water bills. Clerk Underwood seconded the motion; 3-0-0.

Superintendent Pelletier commended the water department staff, field staff and administrative staff alike for making Quarterly Billing possible, from changing out water meters and having radio readers installed on 10,000+ water accounts to-date, to the importing of data and time spent on revenue projections.


The Board will meet again on Wednesday, May 16, 2018 in the conference room of the Harwich Water Department at 8:30 a.m.

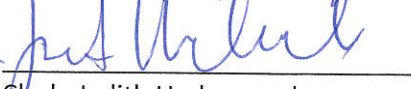
Vice Chair Thompson motioned to conclude the public hearing at 7:41 a.m. with a second by Clerk Underwood; 3-0-0.

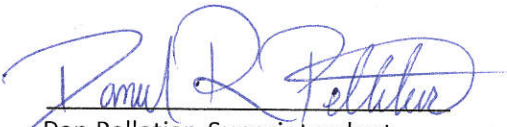
Chair Carreiro entertained a motion to adjourn at 7:42 a.m. Vice Chair Thompson moved to approve the motion with a second by Clerk Underwood; 3-0-0.

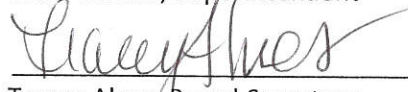
Respectfully submitted,

  
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Gary Carreiro, Chairman

  
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Allin P. Thompson, Vice Chair

  
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Clerk, Judith Underwood

  
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Dan Pelletier, Superintendent

  
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Tracey Alves, Board Secretary

**PROPOSED QUARTERLY BILLING  
TOWN OF HARWICH**

The Harwich Board of Water Commissioners will be holding a public hearing on Friday, May 4, 2018, at 7:30 a.m. at the Harwich Town Hall, Griffin Room, 732 Main Street, Harwich, MA 02645. The purpose of the hearing is to receive public input regarding proposed quarterly billing established by the Board of Water Commissioners.

<b>Proposed QUARTERLY Billing Rate Structure</b>		
	<b>Gallons</b>	<b>Rate/1000</b>
Base Rate	-	\$35
Tier 1	1,000-8,000	\$1.29
Tier 2	8,001-15,000	\$2.65
Tier 3	15,001-40,000	\$3.95
Tier 4	40,001+	\$5.72

<b>Proposed QUARTERLY Billing for Recurring Services</b>	
Commercial Fire Sprinkler	\$65
Residential Fire Sprinkler	\$40
Water Service Tight Plan	\$17
Late Fee	\$25

<b>Proposed QUARTERLY Billing Cycles</b>	
<b>Cycle</b>	<b>Usage Period</b>
Billing 1	July, August, September
Billing 2	October, November, December
Billing 3	January, February, March
Billing 4	April, May, June

Rates and fees not listed in this legal notice remain unchanged. The first quarterly bill would be issued July 16th 2018. The July 2018 bill issued under the new rate structure will be for water consumption only for usage from your last water bill through the end of June.

All interested parties are invited to attend. Written comments should be received by the Board of Water Commissioners on or before Noon on May 2, 2018.

Harwich Board of Water Commissioners  
 Gary Carreiro, Chairman  
 Allin Thompson, Vice Chairman  
 Judith Underwood, Clerk