

Harwich Water Department  
BOARD OF WATER COMMISSIONERS  
Meeting on Thursday, June 11th, 2015

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

Chairman Thompson called the meeting to order at 7:05 a.m.

Chair Thompson entertained a motion to approve the Minutes from May 26<sup>th</sup>, 2015 and May 28<sup>th</sup>, 2015. Vice Chair Gonsalves moved to approve with a second by Clerk Carreiro; 3-0-0

The Board reviewed an abatement request submitted by 547 Pleasant Lake Avenue for charges related to replacing a frozen water meter. The frozen meter from 547 Pleasant Lake Ave was presented to the Board for viewing. After analyzing the meter, it was apparent that the meter's freeze plate was cracked which only happens when a meter freezes. Chair Thompson moved to deny the request with a second by Clerk Carreiro; 3-0-0

Superintendent Pelletier updated the Board on the status of Well 10. The final punch list is being worked through. Winston Builders has loamed and seeded. Waterline Industries is repairing a leaking weld on the Seromix system. Polaris Consultants is addressing an issue involving the dehumidifiers. The touch-up paint job will take place soon. Lavoilette Controls will perform work on SCADA on June 25<sup>th</sup>. The occupancy permit has been granted. Lastly, Paul Costello of Polaris Consultants will be releasing Winston's final requisition. The Department will be holding the final check until the requisition is received.

The Barnstable County Water Utilities Association (BCWUA) has sent Harwich Water a letter drafted by Huggins & Witten, LLC, a law firm out of Duxbury. The letter requests that an additional extension be granted for filing the WMA permit. It also mentions that the USGS will soon be releasing a report which will provide useful information for determining a safe yield for each supplier. The BCWUA would like Harwich Water to send the letter to DEP. Superintendent Pelletier commented that Harwich is in great shape regardless of what happens with WMA permitting because of its number of registered wells. Harwich Water has already applied for one extension that was granted. The letter that is to be forwarded is a second request to further the extension. Attorney Witten represents the BCWUA and he will be informing the legal counsel's of each community involved in the litigation. Clerk Carreiro moved to proceed with sending the letter under the condition that we wait to hear back from town council. Vice Chair Gonsalves seconded; 3-0-0

The Board began discussion on the topic of Open Meeting Law. Chair Thompson provided an overview of the basic principles pertaining to Open Meeting Law. Clerk Carreiro apprised the Board of an Open Meeting Law test that can be taken. It was recommended that the test along with a link to an informative Open Meeting Law webinar be forwarded along for everybody's review.

Superintendent Pelletier discussed SCADA procurement with the Board. The outcome of the discussion was that because it is not a requirement to bid out SCADA services that Harwich Water would like to be able to call whomever they want to provide service. Pelletier will seek hourly, standard and emergency pricing from select vendors so that pricing and costs associated with service will be known.

Superintendent Pelletier has been familiarizing himself with Harwich Water Department's project list. There are numerous projects on the list. A few include testing/changing out all of the large meters in the system as well as installing approximately 1200 more radio readers. Also, on the project list is the topic of big utility companies such as NSTAR and National Grid requesting but not paying for mark-out services provided by the Water Department. Between the two companies thousands of dollars are owed. Moving forward, Pelletier will be prioritizing the project list and formulating a plan of action.

Sr. Billing Administrator Marsh provided an update on delinquent water accounts. Shut-off notices are going out to all accounts that were liened last fall. If an account reaches the point where it is scheduled for shut-off the Police Department, Fire Department and Council on Aging will all be notified.

May 2015 water pumping records were reviewed by the Board. Last May 2014 pumping compared to this May 2015 pumping shows that there have been 33 million more gallons of water pumped this year.

Superintendent Pelletier will be sending out a letter to notify the Community Gardens of the voluntary watering schedule.

Pelletier briefed the Board on an issue that electrician Scott Currie has been encountering while working out back of the Water Department. Numerous times now, unleashed dogs have startled Mr. Currie by running by and barking while he is in the midst of working on highly hazardous equipment. Harwich Water Department has posted a few "No Trespassing" signs to discourage people from travelling and dog walkers from walking their dogs out back of the Department. Thompson's field is a public dog park located right next door the Water Department where people can walk their dogs. In addition, Harwich also has miles of bike path where people can walk, ride bikes or walk their dogs safely. With upcoming projects such as well restoration, electrical work and the construction of a cell tower, the Board decided that for the safety of the public and their pets that the use of the road out back behind the Water Department is off limits to the public.


Selectman Mike MacAskill requested an update on the status of the installation of the AT&T cell tower as well as the removal of the dead pines out back of the Water Department. MacAskill also inquired about the "No Trespassing" signs and if the words "per order of the Board of Water Commissioners" could be listed on the sign. Superintendent Pelletier offered to contact AT&T to look into the status of installation of the cell tower as well as to address having the dead pines removed. Also, the language on the "No Trespassing" signs will be reviewed and addressed so that their intent is fully recognized.


Comptroller Cummings proposed that a status update letter be sent to the Board of Selectmen. Clerk Carreiro motioned to send a letter to the Board of Selectmen which will provide them with an update on the status of the cell tower, dead pines and the language reflected on the "No Trespassing" signs out back of the Water Department. Vice Chair Gonsalves moved to second the motion; 3-0-0

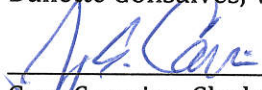
The Board will meet again on Thursday, July 9th, 2015.

Chairman Thompson motioned to adjourn at 8:16 a.m. with a second from Vice Chair Gonsalves; 3-0-0

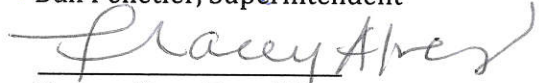
Respectfully submitted,

  
Allin P. Thompson, Chairman

  
Danette Gonsalves, Vice Chair

  
Gary Carreiro, Clerk

  
Dan Pelletier, Superintendent

  
Tracey Alves, Board Secretary