

Meeting Minutes
For
Town of Harwich
Wastewater Implementation Committee (WIC)
Wednesday, January 18, 2016 at 9:30 a.m.

Attendees:

WIC Members: Peter deBakker (Chair), Chris Harlow, Sharon Pflieger, Allin Thompson, Bob Cafarelli, and Heinz Proft.

Others: Michael MacAskill and Larry Ballantine.

CDM Smith: David Young

Introduction:

The Harwich WIC held a meeting on Wednesday, January 18, 2017 at the Harwich town offices to review and discuss issues related to the Comprehensive Wastewater Management Plan (CWMP). Meeting was taped to be played on Harwich cable access.

A summary of items discussed is provided below in order of the agenda.

Summary of Discussion Items:

1. Discuss and approve WIC minutes dated January 4, 2017.

Minutes from January 4, 2017 were reviewed and discussed. Allin Thompson made a motion to approve and second by Chris Harlow. Approved unanimously. Chair indicated he would get the approved minutes posted on the town website.

2. Review CDM Smith Invoice.

Heinz Proft indicated he had reviewed and process the most recent CDM Smith invoice. About 40 percent of the \$40,000 budget has been spent to date.

3. Report on BOS January 9th discussions of WIC assignment for next phases.

Chris Harlow presented the WIC information at the January 9th BOS meeting. He thought it was a very positive meeting and there was good discussion between WIC members attending and the BOS. The BOS endorsed the new WIC mission.

Michael MacAskill, Chair of the BOS, reminded each WIC member that they need to reaffirm they want to stay on the WIC if that is the case since this is essentially creating a new committee and they need to be appointed.

4. Continue discussion of Wastewater Outreach Program.

David Young reviewed an updated (1-18-17) draft of the proposed “Wastewater Handbook” for review and comment by WIC members. This version reflects comments from the last meeting and some submitted after that date. Generally, all WIC members felt this updated version was even better than the first one. Several committee members provided specific and general comments at this meeting. General comments included:

- The financial component needs to be made more prominent as that is what people will care about.
- Need to further explain why Pleasant Bay Watershed is being done first.
- Add “Protecting Our Water Resources” to front cover since more than wastewater
- Need to add section on what if town doesn’t pass funding
- Leave all the FAQs in the text for now

There was also some discussion about creating some inserts to supplement the handbook and brochure geared towards the town meeting article. These one page inserts would further explain specific issues such as costs, what if funding is voted down, why Pleasant Bay watershed first, etc.

The BOS will review the handbook at their meeting on 1-23-17 and provide any additional comments after that meeting. CDM Smith will make edits received at this meeting and submit to the BOS so they have the latest version to review. Goal is to have handbook finalized for printing first week in February.

5. Update on “Harwich CWMP Tasks Management/ Monitoring Template”.

Sharon Pfleger is still revising the spreadsheet so each deliverable has its own line item for tracking purposes. She will complete in the next few days and send around for discussion at the next WIC meeting.

6. Update on Chatham IMA.

David Young indicated that he and Chris Clark attended a meeting with Chatham staff to review and develop a recommended final buy-in cost. That meeting was on January 13th and the parties agreed to recommend a cost of \$6.8 Million. That will be brought back to the subcommittees for approval. That allows Harwich to take advantage of the

Chatham grants they had received but Chatham will get some payment going forward for their interest payments.

7. Discuss CWMP presentations to Town Boards and Committees.

Peter de Bakker offered to develop a list of Boards and Committees that the WIC should meet with to spread the word about the wastewater town meeting article. David Young agreed to update the Powerpoint presentation so that WIC members could utilize it or use as a handout when visiting with these Boards and Committees.

8. Set up meetings with BOH, Highway and Maintenance, etc. to discuss fertilizer and stormwater controls.

Peter de Bakker has been trying to schedule a WIC meeting with the BOH who meets the 2nd Monday of every month.

Bob Cafarelli described how stormwater controls fall under his tasks versus the Highway Department. He is working on new bylaws to address the new MS4 permit which goes into effect in July 2017

9. Other/ New Business.

Reminder for existing WIC Members to re-apply if they are interested.

10. Future Meeting - February 1, 2017 at 9:30 am

Adjourn 11:20 a.m.

The above minutes have been completed from notes taken by CDM Smith.

Distribution: Attendees, WIC Members and Chris Clark

Approved:

Date: _____

_____ Peter de Bakker, Chairman