

Harwich Water Department  
BOARD OF WATER COMMISSIONERS  
Meeting on Tuesday, May 12th, 2015

Present: Chairman Allin Thompson, Vice Chair Danette Gonsalves, Town Administrator Chris Clark, Comptroller Sandra Cummings, Distribution Foreman Steve Hicks, Polaris Consultant Paul Costello, Secretary Tracey Alves

Chairman Thompson called the meeting to order at 8:20 a.m.

Chair Thompson entertained a motion to adopt the Minutes of April 14<sup>th</sup>, 2015 and April 24<sup>th</sup>, 2015. Vice Chair Gonsalves moved to approve this motion with a second by Chair Thompson; 2-0-0

The Board discussed the property of 10 James Road regarding seasonal service. The Town's seasonal service entails turning the water on/off at the curb stop depending on the time of year and connecting/disconnecting the Town's side of the meter. A certified plumber is supposed to handle connecting/disconnecting the homeowner's side of the meter. The homeowner of 10 James Road is dissatisfied that the Town will not connect/disconnect the homeowner's side of the meter. Distribution Foreman Hicks provided the Board with an update on why the Town does not touch the homeowner's side of the meter. The reasons are mainly for liability purposes. In addition, Section 4.1 Meter Installation in the Rules & Regulations of the Water Department does already state that a certified plumber must complete any connection past the meter. Vice Chair Gonsalves motioned to clarify that section 4.1 means that "any connection past the meter includes that a certified plumber must complete any connection/disconnection of the homeowner's side of the meter." The Rules & Regulations pertaining to seasonal service will also be formally updated to reflect this in the language. Vice Chair Gonsalves moved to approve with a second by Chair Thompson; 2-0-0

The Board revisited the abatement request that was submitted by the property owners of 105 Azalea Drive. The Harwich Water Department's Rules & Regulations do state in section 2.4, Responsibility for Charges, that "Consumers will be held responsible for all water passing through the meter." Chair Thompson moved to deny the abatement request with a second by Vice Chair Gonsalves; 2-0-0

Polaris Consultant Paul Costello provided the Board with a final overview of the Well 10 project. Overall the project went very well and the finishing touches are now being put on Well 10 to include paint touch up, paving and loam and seeding. Also, Lavoilette Controls, the Town's IT integrator still has a few issues to work out. In the near future a treatment tour will have to be arranged.

Comptroller Cummings gave an update on the status of the NSTAR/Eversource negotiations regarding the \$28k bill that was sent to the department for an "unmetered condition." The final negotiation took place and it has been agreed upon that NSTAR will take off approximately \$6-7k of the bill and an additional \$2k if payment is sent in full. A payment of approximately \$21k will be sent in full.

In reviewing the DEP's order to complete Treatment Foreman Neil Salzillo and Treatment Specialist Bernie Newhard have made some adjustments to the way the water is being pumped. These changes may result in lower electric costs and maximize efficiency of

pumping and cost. When new leadership comes in they can collaborate with Jason Federico of Polaris Consultants and the SCADA technician to ultimately have a plan in place.

There is a Water Withdrawal Permit Renewal meeting at Brewster Water Department on May 20<sup>th</sup>, 2015 at 1:00 p.m. Town Administrator Clark and Chair Thompson will attend.

Comptroller Cummings has summarized the DEP's order to complete letter and come up with a to-do list. A handful of people from the Department are tackling the responses. This is an item that will remain on the agenda. A draft extension letter has been created notifying DEP that the Department has new leadership that is coming on-board and that additional time is needed.

The decision has been made in regards to which candidate will be hired to fill the Distribution laborer position. There were two strong candidates and of the two a gentleman by the name of Travis Torres will be offered the position. There is the possibility that the other candidate may be interested in the seasonal laborer position that the Department will soon be hiring for.

The Board discussed potentially having to change its meeting times. The idea of having the meetings earlier in the morning vs. later in the evening seems as if it will work best at this time. The next Board meeting on May 26, 2015 will be held at 7:00 a.m. at the Harwich Water Department. When the change goes into effect HEA staff members whose presence is necessary at the meeting will qualify for over-time.

The interviews for the position of Superintendent of Water & Wastewater were held on Thursday, May 7<sup>th</sup>, 2015. A gentleman by the name of Daniel Pelletier will be offered the position. The position will be in the union for a couple of weeks before it is scheduled to come out and be considered a non-union position. An offer letter will be prepared starting him at a step 3 and he will be expected to work a 40 hour work week.

Comptroller Cummings apprised the Board on how Distribution Foreman Hicks took over the Assistant Superintendent workload after the late Assistant Superintendent passed away. Distribution Foreman Hicks has taken on this extra responsibility for many years now and should receive a promotion to Assistant Superintendent. The promotion should rightfully be worth Mr. Hick's while in hopes that his longevity wouldn't be negatively affected and that his pay would be equivalent and not less than to what he is currently earning.

Comptroller Cummings would like to propose to the Board as stated in HEA contract that anyone who works out of their pay grade for longer than two weeks is entitled to earn a higher salary for the duration of time worked. She would like the Board to vote to award her compensation for taking on the work of the Superintendent for the past year. A formal request will be drafted and presented the next meeting.

A response will be drafted to the resident of 302 Lower County Road who submitted a letter to the Board regarding their applause for raising the water rates in Harwich and their concern for over fertilized lawns in town.

The Board decided that they would like to hold a workshop sometime after June 12<sup>th</sup>, 2015 to discuss the future of the Commission.

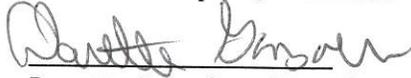
The Board will meet again on Tuesday, May 26<sup>th</sup>, 2015.

Chairman Thompson motioned to adjourn at 9:45 a.m. with a second from Vice Chair Gonsalves; 3-0-0

Respectfully submitted,



Allin P. Thompson, Chairman



Danette Gonsalves, Vice Chair



Sandra Cummings, Comptroller



Tracey Alves, Board Secretary