

# Harwich Water Department

## BOARD OF WATER COMMISSIONERS

Meeting on November 10, 2009

Present: Chairman Donald Bates, Vice Chairman George Cavanaugh, Clerk Danette Gonsalves, Superintendent Craig Wiegand, Secretary Wellesley Marsh in lieu of Kelly Springer.

Chairman Donald Bates called the meeting to order at 8:15 a.m.

The minutes for the previous meeting held on October 27, 2009 were approved with a motion by Vice Chair Cavanaugh and seconded by Clerk Gonsalves; 3-0-0.

The request by Town Council for the Board to accept the language set forth regarding the wind turbine project was approved with a motion by Vice Chair Cavanaugh and seconded by Clerk Gonsalves; 3-0-0.

Vice Chair Cavanaugh announced that he will be moving from Harwich and will resign from the Board by the end of the year. He intends to submit a letter of resignation to the Town Administrator. The Superintendent will advertise for a temporary Board appointment until the expiration of Mr. Cavanaugh's 2011 term.

Superintendent Wiegand announced that the interviews conducted to fill the position of Principal Clerk resulted with the appointment of Kimberly McCrossin. Out of the eighty-four applications received, ten applicants were interviewed by the Department.

Mr. Wiegand proposed the possibility of a rate increase in January 2010 to help cover the costs associated with the planned water treatment facility. He will continue to explore the potential increase and present his findings to the Board for review and consideration.

Mr. Wiegand also informed the Board that the Department will continue to contract out water main installation and maintenance until the Department has adequate staff and funds to cover the compensation of costs associated with overtime work.

The possibility of an online payment option was discussed to solve the dilemma of residents wanting to pay over the phone by credit card after the billing due date. At the present time, these customers are denied the option and are often penalized with a late penalty by the time payment is received. Mr. Wiegand will continue to investigate this payment option for the Department.

The Board reviewed the abatement request from Beverly Fuller of 29 Ridgevale Road in regards to a late fee assessed due to a problem with the mail system. Upon review and discussion, Vice Chair Cavanaugh Board moved to abate the late fee from the account with a second by Clerk Gonsalves; 3-0-0. A letter will be sent to Ms. Fuller addressing the Board's decision.

Upon conclusion, Mr. Wiegand requested the Board consider the possibility of promoting a position from within for a backup operator when the Foreman is absent.

The Board will meet again on Tuesday, November 24<sup>th</sup>, December 8<sup>th</sup> and the 22<sup>nd</sup>.

The meeting was adjourned at 8:50 a.m. with a motion by Clerk Gonsalves and seconded by Vice Chair Cavanaugh; 3-0-0.

Respectfully submitted,

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Donald T. Bates, Chairman

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Craig Wiegand, Superintendent

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George Cavanaugh, Vice Chairman

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Wellesley Marsh, Secretary

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Danette Gonsalves, Clerk