

BOARD OF WATER COMMISSIONERS
MEETING ON: July 8, 2008

Present: Chairman Donald T. Bates, Vice Chairman George Cavanaugh, Clerk Danette Gonsalves, Superintendent Craig Wiegand, Secretary Kelly Byrnes

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

Vice Chairman George Cavanaugh moved to approve the minutes from the meeting held on Tuesday, June 10, 2008, and seconded by Clerk Danette Gonsalves; unanimous vote to approve.

Letter of resignation was received by Principal Clerk Kelly Byrnes. Applications are being accepted and interviews began this week.

Update given on account #2420. Payment was received for partial abatement of water bill from September 2007 and notification of the customer's withdrawal from the Massachusetts Appellate Tax Board was received.

An update was given regarding the status of the appeal submitted by the Harwich Water Department against the findings of the Massachusetts Appellate Tax Board for the customer of account #8335.

Town Counsel prepared their review and recommendations of the Service Tight Program. Superintendent Craig Wiegand confirmed the program was approved and is ready to begin. Superintendent Craig Wiegand spoke to Town Accountant Dave Ryan to set up a separate account for the Service Tight Program.

Bids were received for the Chemical Delivery and General Water Works Supplies. The Board reviewed the bid results.

Vice Chairman George Cavanaugh moved to award the bids to those vendors who provided the lowest price, and seconded by Clerk Danette Gonsalves; unanimous vote to approve.

Superintendent Craig Wiegand asked the Board to review the new service/service renewal application. The new application provides more details for Department records.

Vice Chairman George Cavanaugh moved to approve the new service application, and seconded by Clerk Danette Gonsalves; unanimous vote to approve.

Mark White from Environmental Partners updated the Board on the progress of the New Source. A pilot study is scheduled to begin next week, beginning at Well #4 where they will be testing the green sand filtration system for iron and manganese. Once the parameters are collected, the study will be submitted to the Department of Environmental Protection for review.

Progress has been made for the plans for a larger facility at the main compound of the Water Department. Superintendent Craig Wiegand and Mark White have visited some other water department facilities to gather ideas and coordinate what will work best to meet the needs of the Harwich Water Department.

Mark White is also working with Superintendent Craig Wiegand to set up a grant with the Department of Environmental Protection that will allow the Department to buy better leak detection equipment. The proposal is being submitted this week.

The Board signed a letter addressed to Mr. James Foley, union representative, regarding the hiring of two seasonal employees from June through September.

Superintendent Craig Wiegand informed the Board about a recent incident with an employee.

The Board reviewed a letter regarding the approval of abatement for account #3196 from their meeting held on Tuesday, June 10, 2008.

Motion to approve letter made by Clerk Danette Gonsalves, and seconded by Vice Chairman George Cavanaugh; unanimous vote to approve. Secretary Kelly Byrnes signed.

An update was given regarding the ending budget at the close of the fiscal year.

A safety program has been implemented for the field staff. Meetings are held once a week to review rules/regulations, discuss ways to improve safety precautions, and remain updated on new safety precautions.

The next meeting is scheduled for Tuesday, July 22, 2008.

Vice Chairman George Cavanaugh made a motion to adjourn meeting, and seconded by Clerk Danette Gonsalves; unanimous vote to approve.

Meeting adjourned at 8:50 a.m.

Respectfully submitted,

Donald T Bates, Chairman

Craig Wiegand, Superintendent

George Cavanaugh, Vice Chairman

Kelly Byrnes, Secretary

Danette Gonsalves, Clerk