

BOARD OF WATER COMMISSIONERS  
MEETING ON: January 6, 2009

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

Vice Chairman Cavanaugh called the meeting to order at 8:25 a.m.

The minutes for the previous meeting held on December 23, 2008 were approved with a motion by Vice Chairman Cavanaugh and seconded by Chairman Bates; 3-0-0.

The board began the meeting with a summarization of the New Years water hydrant accident by Superintendent Wiegand. This accident involved a car hitting a hydrant on Great Western Road and then fleeing the scene. A large amount of water was lost as well as extensive repair work involving multiple water department employees. Also damaged were two cranberry bogs, one on each side of the road. Superintendent Wiegand reviewed the billing invoice being sent to the driver of the vehicle detailing the cost of repairs and labor for this incident.

The board next reviewed the abatement request from Ms. Aggie Givren at 24 Quason Lane in Harwich Port. Ms. Givren asked the board to consider removing the \$50 late fee from her account due to a lengthy stay in the hospital and not having access to her mail. Vice Chairman Cavanaugh suggested that the board take the request into consideration and make a final decision at the next board meeting. Clerk Gonsalves seconded the motion to take under advisement; 3-0-0. Also suggested by Superintendent Wiegand was a possible payment plan with this account.

The board also reviewed the account history for Mr. Kevin Howard at 79 Lakewood Drive in Harwich. Problems with Mr. Howard's account began back in November of 2008 with evidence of possible meter tampering. Over the next month, difficulties arose with Mr. Howard not arranging and keeping appointments made by the water department to look into and correct the matter. The repairs were eventually made at the end of December, but question of billing for both missed appointments and tampering were brought up. The board discussed Mr. Howard's history and voted to waive the \$500 meter tampering fee but uphold the \$40 missed appointment fee. This decision was motioned by Vice Chairman Cavanaugh and seconded by Clerk Gonsalves; 3-0-0. A letter will be sent to Mr. Howard with the board's findings on this matter.

The board was next updated on the policy changes made to the transfer/final water invoice. The new policy will require the \$80 transfer fee to now be paid at the time of request rather than at the property closing. This policy change will help lessen confusion as well as prevent non-payment of this invoice. Clerk Gonsalves voted to accept this policy change and the motion was seconded by Vice Chairman Cavanaugh; 3-0-0.

Superintendent Wiegand discussed with the board the Stimulus package and the criteria for approval. The plans and bid for two treatment plants and the rehab or replacement of the tanks needs to be in place within 185 days. The possibility of buying the plans from the town of Dennis was discussed which would save both time and money. Superintendent Wiegand also proposed to the board looking into going paperless with billing in the future. Generating online billing will save the department over \$10,000 a year by eliminating postage fees, paper and ink use as well as wear and tear on equipment.

On a motion by Vice Chairman Cavanaugh and seconded by Chairman Bates, the board voted to adjourn the meeting at 8:50am; 3-0-0.

The next meeting will be held on Tuesday, February 3, 2009 at 8:15am.

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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Kelly Springer, Secretary

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Danette Gonsalves, Clerk