

MINUTES
BOARD OF WATER/WASTEWATER COMMISSIONERS
Harwich Water Department
196 Chatham Rd
Tuesday, June 24, 2025
9:00 a.m.

WATER COMMISSIONER'S PRESENT: Noreen Donahue, Allin Thompson, John Gough, Bob Young, Judith Underwood

ALSO PRESENT: Superintendent Jason Trepanier, Comptroller Sandra Sieger

CALL TO ORDER

Chair Donahue called the meeting to order at 9:00 a.m.

CONSENT AGENDA

A. Minutes

1. May 14, 2025
2. June 3, 2025

Commissioner Thompson moved to adopt the Minutes of May 14, 2025 and June 3, 2025. Commissioner Underwood seconded the motion. All in favor; 5-0-0.

ABATEMENTS

A. 63 Archibald Circle

The Board reviewed the abatement request for 63 Archibald Circle. Commissioner Thompson motioned to deny the abatement request. Commissioner Underwood seconded the motion. All in favor; 5-0-0.

OLD BUSINESS

A. Route 28 East Water Main Replacement Project-Update

Superintendent Trepanier provided an update on the Route 28 East Water Main Replacement project. There is no new news at this time. The bid package is ready to go whenever MA DoT gives their blessing. Superintendent Trepanier will see if Bob from GHD can attend the next meeting to update the Board.

Commissioner Underwood knows the Head of Planning at MA DoT and will give Superintendent Trepanier his contact information so he can be contacted to see if he may have a status update.

B. Exchange Park Fountain

Superintendent Trepanier updated the Board on the Exchange Park Fountain. He spoke with the Health Department and the DPW and there is no documentation of why the fountain was turned off back in 2019. The Superintendent would like to work on getting the fountain turned back on.

There are several fountains located throughout town in the parks and at the beaches. Additional information related to water fountains in Town will be provided at the next meeting.

C. Garage/Space Building

Chair Donahue will work with Jason and Sandy to improvise some numbers for the Garage/Space building by mid-August for the Capital plan. Jason has been in touch with an engineer who has done this type of project before and even has a set of plans. Jason will schedule a meeting with him in the near future.

NEW BUSINESS

A. FY25 Water Budget

The Board reviewed the water budget. Comptroller Sandra Sieger provided an overview of the information on the budget.

B. FY25 Wastewater Budget

The Board reviewed the Wastewater budget.

Superintendent's Evaluation Form

The Board discussed possibly cleaning up the Superintendent's Evaluation Form. The current form only allows for the Superintendent to score 85%. The Chair recommended modifying the form so that it will give the Superintendent an opportunity to score 100%. Comptroller Sieger will provide the Board with a few new choices for an evaluation form that add up to 100% and from there see what the preference of the Board is.

C. Department Photo

A date in July will work best for a Department photo. The Department has an in-house photographer, Wellesley Marsh, who is an accomplished photographer, and she has agreed to take the picture. Jason has found a nice modern logo for t-shirts. Sandy will reach out to everyone about sizes for t-shirts soon and hopes they can be done in time for the picture. Jason believes the week of July 14th will work best for a picture and will check on this date and confirm it shortly.

SUPERINTENDENT'S REPORT

The Bay Rd sewer main is going in and should be done by the end of August. The Casey's of 21 Vicksburg Ave will hopefully be tied into the new sewer main by then.

We got back the grinder pump updates from KP Law that will be going into the Sewer Regulations. Mark Drainville of GHD and Jason will sit down and review the suggestions. Jason will provide this information to the Board to review at the next meeting. Chair Donahue asked if there was anything else in addition to grinder pumps, such as grease traps, that will need to be added to the Sewer Regulations for the Public Hearing?

Chair Donahue commented on the Water Regulations buck slip and that it should read that the watering by means of handheld hose can happen daily before 9am and after 5pm. Jason will see if Wellesley can submit this edit to the bill printer before the bills are mailed.

The tank painting project will go out to bid the first week in July and the bid opening will be July 24th. We are advertising it in the paper and they are putting it in the Central Register. It will be advertised in the Chronicle on July 3rd and July 10th.

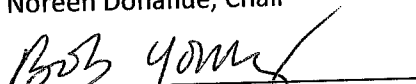
NEXT MEETING

The next meeting will be held on Tuesday, July 15th, 2025 at 9:00a.m.

ADJOURNMENT

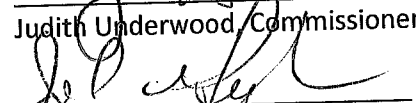
Chair Donahue asked for a motion to adjourn at 10:27am. Commissioner Thompson moved the motion. Commissioner Young seconded. All in favor; 5-0-0.

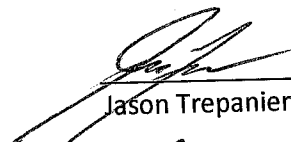

Noreen Donahue, Chair


Bob Young, Vice Chair


Allin Thompson, Commissioner


Judith Underwood, Commissioner


John Gough, Commissioner


Jason Trepanier, Superintendent


Tracey Alves, Board Secretary