



HARVARD SEWER & WATER COMMISSIONS

MINUTES

Wednesday, January 28, 2014
Town Hall Meeting Room

Cindy Russo, Chair *Kyle Hedrick* *Rick Maiore*

Present

Commissioners: Cindy Russo; Kyle Hedrick, Rick Maiore

Others: Rich Nota, DPW; Tim Bragan, Town Administrator; Paige O'Brien

The meeting was called to order by Ms. Russo at 9:05 a.m.

DPW request to secure fund for essential undertakings

Mr. Nota came before the Commission with a request of support for three tasks that need to take place during fiscal year 2015. 1.) Replacement of the last 500 feet of [cast iron] pipe for the water system on Pond Road, \$5000; 2.) Proofing of water tank, \$10,000. Mr. Maiore motioned to request Fin Com to include these in the budget this year; Mr. Hedrick seconds; vote, aye, unanimous. Ms. Russo will communicate these warrants to Fin Com chair Alice von Loesecke. Mr. Nota also discussed the need for SCADA Upgrades, to enable online monitoring of the water system. Because the estimate (cost proposal cited) is less than \$10,000, this project cannot be considered by CPIC. Ms. Russo will discuss with Selectman Ricci and may also include with other warrants.

The Commissioners will avail themselves at Annual Town Meeting to present the details of these requests.

Review & Approve Minutes of

- **1/08/2014** – Mr. Maiore moves to accept as amended; Mr. Hedrick seconds. Vote, aye, unanimous.

Town Administrator's Report & Update

Mr. Bragan presented to the Commission with a letter addressed to Malcom Carley, 18 Fairbank, describing the outcome and agreements of the January 2, 2014 joint meeting with the Sewer Commission, health agent, town administrator and property owner.

Review Pending Applications for Connection Permits

No applications to review

Consider Any Issues Relating to Connections

- Commissioners examined the monthly operations report provided by Weston & Sampson and determined the need to review monitoring process. Mr. Bragan will invite James Arthur, a representative of Weston & Sampson, to come to the next meeting, February 5.

Review Pending Applications for Drain Layer's Licenses

- No applications to approve.

DigSafe Membership

Discussion tabled until the next meeting.

Water Commission

- Rules & Regulations - discussion tabled until next meeting.

Annual Report

The Commission reviewed draft submitted by Ms. Russo. Mr. Hedrick will add information about the Water Commission. Draft finalized at next meeting for submission.

Ms. Russo motioned to adjourn at 9:55 a.m.; Mr. Hedrick seconds; vote aye, unanimous.

The next tentatively scheduled meeting will be Wednesday, February 5, 2014
9 a.m. in the Town Hall meeting room.

Respectfully submitted by Paige O'Brien

Documents cited:

- SCADA upgrades quote sheet
- Letter to Malcom Carley