**Wellfleet Board of Water Commissioners (BWC)**

**Town Hall Conference Room, 300 Main St**

**May 16, 6:00 PM**

**Commissioners Present:** Chair Justina Carlson, Neil Gadwa, James Hood, Catharie Nass, James Hood

**Commissioners Absent**: Curt Felix

**Also Present**: Dan Hoort, Town Administrator and Michaela Miteva, Executive Assistant

Chair Carlson called the meeting to order at 6:00 PM.

**Open Cape Generator Use Update-**No update at this time

**Wastewater and Water Commission Warrant Article:**

**Path Forward-**N/A

**Award of Water Operations Contract**

Miteva explains the Whitewater Contract as being 4 hours per day and for $74,995 2 ½ % Annual Escalation: one year with three Annual renewals. The 8-Hour days for $147, 929 with the same 2 1/2 % escalation, and a $25,000.00 contingency. The current cost for the contract is $75, 000 which does not include lab testing. The new contract will be $74995, and will include the lab testing. She continues there doesn’t have to be an increase in work hours from the current four hour shifts. Chair Carlson asks about the RFP’s having a specified amount or scope of work. Michaela said they had to give the appropriation available, which was $78,000, falling under the estimate.

Motion to Approve by Catharie Nass. James Hood Seconded the motion. All in favor, 5-0.

**Annual Water Tank Inspection-**

Michaela Miteva recommends the Haley and Ward contract for the Annual Inspection $990.00.

Motion: James Hood motions to accept the proposal from Haley and Ward, Chair Carlson Seconds, all in favor, 5-0.

**Public Outreach-**

The Board reviewed the survey responses received. Town water accessibility, water quality and cost were all factors. James Hood suggested that 50 % of the people surveyed don’t know the quality of their water. The survey could be updated and resent at a future date.

**Cost of Service Option-**N/A

**Master Plan-Meet with Board of Selectmen**

Chair Carlson introduces Town Administrator Dan Hoort for a beneficial Informational session with the Board of Selectmen and Waste Water and check in regarding water policy.

Dan Hoort communicates that the Board that the water Master Plan needs to be updated, and we need some sort of direction from the Selectmen. Needs to ask the Town if they want to expand the water system, reason being if a resident’s well is no longer potable, will they have access to Town Water. Also wants to know if a department-head in charge of Water and Wastewater should go on the warrant for 2018. Catharie agrees.

The Board wants to know what criteria is needed to introduce these ideas to the Selectmen. Dan suggests the Board present that they have a Water Master Plan, but it needs to be updated, and need to know what the Selectmen expect to see in that plan.

The Board discusses introducing a cost-plan to the Selectmen, and to find the point of leverage to move this forward. Catharine suggests that what will be done in the future needs to be fiscally sound. They continued to discuss that the fees are more expensive in Wellfleet to hook up to Town water. Catharie suggests that the Town needs to educate people and make they sure they understand why they need a better system.

The Board agreed with Dan Hoort to create a list of questions, outline an idea, and meet with the Board of Selectmen June 20, 2017 to make a presentation.

Chair Carlson thinks that there should be a written summary of what has been done. The Chair asks James Hood about a credible document for presentation might be. James Hood suggests working with Michaela Miteva on a broad, high-level number crunch. Chair suggests a Briefing Book including the reports that have been done by the Board of Water Commissioners.

**Eversource: Test Wells (Laura Kelley, Guest Speaker)-**Discussion Will be moved to a later date.

**Survey-Wellfleet Municipal Water System-**Discussed during Public Outreach

**Oysterfest Booth/Signage-**

The Board agrees that the need for representation from the Town of Wellfleet would be necessary and beneficial to the community. Chair Carlson asks the Committee Secretary to look up the application process and ask Michaela for an update. The Board discusses water sanitary for public use, and will look into safety issues.

**Minutes-March 7**: Motion to approve Neil Gadwa, Catharie Seconds the Motion.

**Minutes-April 18** Justina moves to Approve the April 18th notice, Catharie Nass

seconds all approve.

**Correspondence-**No Correspondence

**Topics for Future Discussions**

-Master Plan 2003-Plans/Master Plan Map(explanation/pricing)

-Binder reports

-Oysterfest

-7:00 Time for meeting after the selectmen meeting

**Chair-**Adjourned at 7:15

Public Records Materials of 5/16/2017-No Records to Note

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Xanthe E. Labovites, Justina Carlson, Chair Date

Committee Secretary