

**Wellfleet Board of Water Commissioners  
Town Hall Conference Room  
Tuesday, March 18, 2014**

**Present:** Justina Carlson, Chair; William Carlson, Neil Gadwa, Jim Hood, Lori Vanderschmidt; BWC Coordinator Michaela Miteva

Chair Justina Carlson called the meeting to order at 7:06 p.m.

**BWC Office Report**

Coordinator Michaela Miteva distributed the Office Report of March 18, 2014.<sup>1</sup> Included in the report were: financial accounts; applications and connections to date; a meter update; the Cape Cod 5 connection; and phone inquiries. The Board was interested in obtaining the plans for the original Coles Neck system. Justina Carlson said that quarterly reports to the Selectmen would create a better communication structure.

Hood moved a approve ordering 7 more boxes of 5/8" meters and 4 boxes of one inch meters. Justina Carlson seconded, and the motion carried 5-0.

**Expansion Update**

Michaela Miteva gave the Town Accountant's figures on expansion expenditures as of March 11, 2014. Jim Hood suggested sending a letter to abutters with a schedule of what to expect next. Hood suggested having water tests done for 1,4-dioxane. Justina Carlson recommended adherence to the DEP suggested testing schedule. In light of the situation in Eastham, the BWC decided to test for 1,4-dioxane at the two well sites.

**Strategic Planning**

Lori Vanderschmidt reviewed the Strengths-Weaknesses-Opportunities-Threats (SWOT) worksheets that the Board had developed at previous meetings. The Board discussed the voluntary connection policy as a weakness. The goal is to update the master plan for the Municipal Water System with a dynamic financial model. BWC will continue to monitor water quality.

**Minutes**

Bill Carlson moved to approve the minutes of March 4, 2014. Gadwa seconded, and the motion carried 5-0.

**Adjournment**

The meeting was adjourned 9:00 p.m.

Respectfully submitted,

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Mary Rogers, Committee Secretary

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Justina Carlson (Chair)

**The Water Commissioners approved these minutes at the meeting held 4/1/14.**

**Public Records Material of March 18, 2014**

- 1.) BWC Office Report of 3/18/14
- 2.) SWOT planning worksheets