



HARVARD WATER - SEWER COMMISSION

MINUTES

Monday, November 13, 2017
Harvard Town Hall

Cindy Russo, Chair

Kyle Hedrick

Richard Maiore

Present

Commissioners: Cindy Russo, Chair; Kyle Hedrick

Others: Tim Bragan, Town Administrator, Tim Kilhart, Director Public Works, Bill Scanlon

The meeting was called to order by Ms. Russo at 1:00 P.M.

1. Bill Scanlon presented proposed Groundwater Protection Overlay District – state model statute. Interim well protection areas – zone 1 and zone 2 for our wells – Littleton and Ayer's zone 2 protection areas. The Planning Board will hold a meeting for impacted owners. We will make a recommendation after further consideration.
2. Cross Connection Control Program ordinance. Tim has drafted and adapted a regulation and reviewed with DEP. We will hold a hearing on the amendments: to our regulations and to our fee schedule.
3. Inspection of Cross Connections on November 6. Although our regulations permit us to charge, we will waive the charges because no one was aware these inspections were required or would be taking place.
4. Tim Bragan will investigate water meters and bills for the condos on Littleton Road (40B development).
5. We discussed adding an amendment to our regulations providing that we would review provisions of condo documents regarding maintenance and fees for water and sewer as a part of the application.
6. We discussed process for connections to the water system.
7. Nancy Hazel has inquired regarding connection of property to the water system. Tim Bragan and Tim Kilhart will investigate and report at our next meeting.
8. *Mass Rural Water. They will help us locate all our valves and shutoffs. We have \$7800 in GIS funding left that will sunset by June 30. Only the mains and hydrants on are a part of the GIS system. This would include the whole system, so*

that it won't just be in Ron's head. They work through a DEP grant. Done by June 30. This is something they do regularly. Will have a GPS coordinate for everything. They will put the whole thing together on one map. Hard copy and on disc, and also a booklet of 11x17 of each quadrant. Tim Kilart will provide a copy of the MOU to us when its drafted.

On motion made by Kyle, voted unanimously to approve expenditure assuming all details remain unchanged.

9. Tim K will speak to DigSafe about sending them sewer system plans on thumb drive.