

**WELLFLEET BOARD OF WATER COMMISSIONERS  
VIRTUAL MEETING - ZOOM  
TUESDAY, MARCH 12, 2024, 4 PM**

**Meeting Minutes**

**Members Present:** Jim Hood, Chair, Curt Felix, Peter Simon, Neil Gadwa.

**Attendees:** Karen Plantier, D Coffey, Jude Ahern, Gail Ferguson, Rich Pauley

**Chair Hood** called the meeting to order at 4:07

**A. Review of the Process for Water Connection:**

**Part 1:**

1. A completed application from the homeowner and a selected Contractor from the approved contractor's list, who will be managing the project, be identified on the Application for Water Service Form
2. A check for the connection fee and meter purchase accompanies the packet.
3. A plan of the trench location needs to be provided as part of the packet.
4. Two documents also need to be included with the packet with a check for \$70 dollars.
  1. The Water Service Connection Permit needs to identify the Contractor's information along with the Plumbers information.
  2. Massachusetts Uniform Application for Permit to Perform Plumbing Work.
5. All documents and checks will be held in a file until all payments have been paid in full and all documents are in order.
6. The Plumbing Permit Application will be provided to the Plumbing Inspector and the Plumbing Permit will be issued.
7. The Project manager will be notified of the Plumbing Permit Number and a copy emailed or Mailed to the Project Manager

**Part 2:**

- A. The plan for the trench will need to be approved by White Water.
- B. The trench can then be dug, and the Project Manager will notify the Town of Wellfleet's Water Dept. in writing via email that a request for a trench inspection be scheduled.
- C. White Water will be notified with the Scheduled date and time. White Water will inspect the Trench.
- D. The Plumber will then complete the plumbing inside the home and the Project Manager will notify the Water Dept, in writing via email that the plumbing has been complete and that the project is ready for the installation of the meter and the water turned on from the main.
- E. A scheduled date and time will be set for White Water to do the second inspection. White Water will provide the meter and they will turn the water on from the main.
- F. A final inspection from the Plumbing Inspector will be required. The Project Manager and the Plumber will need to contact the Plumbing Inspector directly.

### **White Water Monthly Report:**

- Eastham is currently putting in place for Trench Permits. White Water has asked to look at the checklist to see if it complies with other Towns in the areas.
- Well level sensor has been changed out and fixed.  
Coles Neck Cole Field – KOH system is in the process of being finished today by the plumber. There are some electrical issues that need to be looked at. The water testing still needs to be done. White Water was not kept in the loop during this process.
- There is an issue with the curb-stop, that one of the curb-stops of the two is stuck open. The curb stops cannot be shut off at the Fire Department.
- Request for having White Water Test every curb stop in the Town. Budget needs to be looked at to see what it would cost from White Water to do. They want to do it seasonally and have a plan in place for low impact to the Town.

NOTE: In the Fire Department File – In January 2009 a memo was issued from White Water stating that the Fire Department was receiving water from the Wellfleet Elementary School well. There was a requirement by the Mass. Dept Environmental Protection to be connected to a public water suppliers meter the water usage. Plans were put in place in November 2010 to hook up to Town Water based on their water application. On November 8, 2010, a plumbing permit was issued.

- White Water made some recommendations to open and close curb-stops with a plan and letters need to go out to each customer about dig-it opening each of them and an inspection would have to happen.

**Minutes:** January 30, 2024

**Motion:** Curt Felix To approve minutes of January 30, 2024. **Second:** Peter Simon  
**Vote:** 3/0

### **Closed Meeting:**

Jim Hood: Closed the meeting at 4:55pm

**Motion:** Curt Felix To close the meeting **Second:** Jim Hood **Vote:** 3/0