

August 18, 2017

Town of Townsend – Water Department  
P.O. Box 321  
Medford, Massachusetts 02155-0004  
**ATTN: Open Records Officer**

Re: Request for Documents Related to Water Pipe

Dear Sir/Madam:

Under Massachusetts Public Records Act (§ 66-10 et seq.), I hereby request copies of the following:

- 1) All documents related to any contracts for work performed for the Townsend water system by R.H. White Construction, Inc. from 1959 to 1964.
- 2) All documents related to the construction, maintenance, and/or repair of water line in Townsend, Massachusetts from 1959 to 1964.
- 3) All documents showing the type or material of pipe used for water lines in Townsend, Massachusetts from 1959 to 1964.
- 4) All documents evidencing the purchase of asbestos-cement pipe by the Townsend water system from 1959 to 1964.
- 5) All ordinances, rules, and/or regulations governing (a) water pipe, and/or (b) the use of asbestos-containing materials, including asbestos cement pipe, in effect in Townsend, Massachusetts between 1959 and 1964.

I will pay all reasonable costs associated with this search. Please notify me if you anticipate that the costs will exceed \$500.00. Thank you for your time and attention to this matter.

Sincerely,



Brett F. Clements

DC\81756785.1





Lockbox Department  
Return Item(s) Notification

Date: 8/23 Account Name: Townsend water

The enclosed item(s) are being returned **UNPROCESSED** for the reason(s) checked below:

- ☐ A. Received a check(s) without the remittance(s)
- ☐ B. Received a remittance(s) without the check(s)
- ☐ C. Multiple payment(s) out of balance
- ☐ D. Different payment types with a single or multiple check
- ☐ E. Remittance(s) is non-machine readable
- ☐ F. Improper or missing payee on check(s)
- ☐ G. Check(s) amount not equal to remittance(s) amount (exact payment required)
- ☒ H. General correspondence - notes, address changes, etc.
- ☐ I. No legal amount on check
- ☐ J. Invalid commitment/quarter/account number/check digit
- ☐ K. Exceeds \$ limit set by customer
- ☐ L. Other \_\_\_\_\_

The following documentation accompanied payments that have already been **PROCESSED**.

- ☐ General correspondence - notes, address changes, etc.
- ☐ Receipt(s) requested

COMMENTS \_\_\_\_\_

Prepared by: BM

Approved by: CR195

Questions regarding these returns should be addressed to:  
Lockbox Customer Service Representative  
781-393-6110 or 1-888-692-6100



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RECEIVED  
AUG 28 2017

TOWNSEND  
WATER DEPARTMENT

**Century Bank<sup>®</sup>**

400 Mystic Avenue, Medford, MA 02155-6316

TOWNSEND WATER DEPARTMENT  
540 MAIN STREET  
WEST TOWNSEND MA 01474