

Paul Rafuse

From: Paul Rafuse <prafuse@townsend.ma.us>
Sent: Wednesday, May 24, 2017 3:24 PM
To: James Kreidler; Richard Holland
Cc: Nathan Mattila
Subject: Fitchburg Rd Tank Rehabilitation Project-Performance and Payment bonds
Attachments: 17-05-24 Townsend MA - Water Tank Rehabilitation - Colonial Surety - Performance Payment Bond Rvsd .pdf

Categories: Red Category
Tracking: Receipt Read
James Kreidler
Richard Holland Read: 5/24/2017 3:27 PM
Nathan Mattila

Jim/Rick,

Attached is the re-issued Performance and Payment Bonds from the surety dated May 24, 2017. You'll be receiving a hard copy most likely Friday. Also, I'm concerned, I just received a reply from Lauri the Town Accountant telling me that the Selectmen have not finished signing the contracts yet. I trust there will not be any further issue with this as we have made the necessary efforts and dated them for today the 24th to address the Selectmen's concerns in less than 24 hours.

Paul Rafuse
Paul Rafuse
Superintendent
Townsend Water Department
540 Main St.
West Townsend, MA 01474
Tel: 978-597-2212
Fax: 978-597-5611
E-mail: prafuse@townsend.ma.us

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Paul Rafuse

From: Paul Rafuse <prafuse@townsend.ma.us>
Sent: Wednesday, May 24, 2017 1:28 PM
To: Richard Holland; James Kreidler
Cc: Nathan Mattila
Subject: Fitchburg Road Tank Rehabilitation Project-Performance and Payment Bonds

Categories: Red Category
Tracking: Recipient
Richard Holland
James Kreidler
Nathan Mattila

Read

Read: 5/24/2017 2:04 PM

Rick/Jim,

I just got off the phone with our engineer who spoke to the contractor regarding re-issuance of the bonds. They can most likely get the bonds re-issued from the surety with the correct date and email them to me today so the contractor can commence with work and a hard copy would be provided that we should receive by Friday. Does this meet with your satisfaction?

Thank you

Paul Rafuse

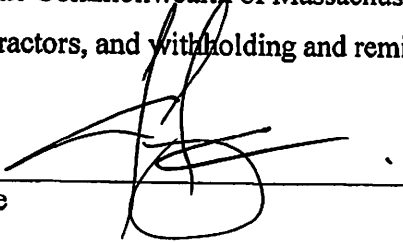
Paul Rafuse
Superintendent
Townsend Water Department
540 Main St.
West Townsend, MA 01474
Tel: 978-597-2212
Fax: 978-597-5611
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CERTIFICATE OF TAX COMPLIANCE

Pursuant to Chapter 62C of the Massachusetts General Laws, Section 49A(b), I, the undersigned, authorized signatory for the below named contractor/vendor, do hereby certify under the pains and penalties of perjury that said contractor has complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

Signature



Date: 5/18/17

Name: James Frangos
(Print Name)

Title: President

Contractor/Vendor: Atlas Painting and Sheeting Corp.

Paul Rafuse

From: Paul Rafuse <prafuse@townsend.ma.us>
Sent: Monday, May 22, 2017 11:18 AM
To: James Kreidler
Cc: Kelly Merrill (kmerrill@townsend.ma.us); Lauri Plourde
Subject: Fitchburg Rd. Tank Rehabilitation Project-Contracts
Attachments: 20170519-Contractor Tax Comp Cert.pdf

Categories: Red Category
Tracking: Recipient

James Kreidler

Kelly Merrill (kmerrill@townsend.ma.us)

Lauri Plourde

Read

Read: 5/22/2017 11:32 AM

Jim,

Please see the attached Tax Compliance Certificate signed by the contractor. In addressing the other concern by Town Counsel, once approved by the Board of Selectmen we will date the contract April 24, 2017 the same date as the performance and payment bonds eliminating any potential delays in acquiring a re-issuance of the bonds from the surety.

If you have any questions or concerns please call or email me.

Thank you

Paul Rafuse

Paul Rafuse
Superintendent
Townsend Water Department
540 Main St.
West Townsend, MA 01474
Tel: 978-597-2212
Fax: 978-597-5611
E-mail: prafuse@townsend.ma.us

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Paul Rafuse

From: Paul Rafuse <prafuse@townsend.ma.us>
Sent: Friday, May 19, 2017 11:25 AM
To: 'James Kreidler'; 'Gordy Clark'
Cc: 'Kelly Merrill'; 'Nathan Mattila'
Subject: RE: Water Dept. Contracts

Categories: Red Category

Duly noted.

Thank you

From: James Kreidler [mailto:jkreidler@townsend.ma.us]
Sent: Friday, May 19, 2017 9:23 AM
To: 'Paul Rafuse' <prafuse@townsend.ma.us>; Gordy Clark <gnclark613@gmail.com>
Cc: 'Kelly Merrill' <kmerrill@townsend.ma.us>; 'Nathan Mattila' <generic556@gmail.com>
Subject: RE: Water Dept. Contracts

Paul,

Your points are duly noted.

The Board will be meeting Tuesday night and the matter will be on the agenda for them to merely execute the contract. There is no need for your attendance.

A point in closing, perhaps this can serve as a learning opportunity. In projects of this magnitude and with multiple moving parts as you cite, making assumptions about the schedules of others, particularly the signatory authority for the contracts, is unwise.

Regards,

Jim

From: Paul Rafuse [mailto:prafuse@townsend.ma.us]
Sent: Thursday, May 18, 2017 3:44 PM
To: 'Jim Kreidler'
Cc: 'Kelly Merrill'; Nathan Mattila
Subject: RE: Water Dept. Contracts

Jim,

Please consider this email as my statement justifying my request to have these contracts executed in a timely fashion by the Board of Selectmen. Although I'm appreciative of Chairman Clark's willingness to come in and sign the contracts out of session unfortunately, the contracts are not legally executed until they're signed by a majority of the Board. For this reason it would be inaccurate of me to provide a statement indicating this as of an emergency nature to justify Chairman Clark coming in to sign the contracts out of session as I did not request him to do so. As I've previously mentioned there are a number of factors that make this a time sensitive project. The type of work being done, the length of time the facility will be out of service, the service the facility provides to the system and the public, weather, temperature, etc., etc. With that said, and the high demand season approaching the window of opportunity is limited.

As you know, there is a great deal of preparation that goes into a project particularly, with a project of this nature that can have a direct impact on the health and safety of the public. Coordinating meetings between multiple parties, and boards is always a challenge so as not to create unnecessary delays in any project. All we were requesting is the boards understanding to hopefully accommodate our request for the boards signatures. The Board of Selectmen have met bi-weekly for some time now even in May of last year around Town Meeting time the board met three times. I don't feel it was unreasonable for us to safely

assume that schedule would not continue. There was no indication that the board would not meet to conduct business until May 23rd after its meeting on April 25th.

If I may make a suggestion, could the Selectmen's meetings get posted on the Towns website calendar? This would help in avoiding this confusion.

Thank you

From: Jim Kreidler [mailto:jkreidler@townsend.ma.us]
Sent: Thursday, May 18, 2017 11:53 AM
To: Paul Rafuse <prafuse@townsend.ma.us>
Cc: Kelly Merrill <kmerrill@townsend.ma.us>
Subject: Re: Water Dept. Contracts

Paul

Just to justify Chairman Clarks signing out of session please provide a written statement attesting to the emergency nature of this matter.

Jim

Sent from Jim's iPhone

On May 18, 2017, at 9:25 AM, Paul Rafuse <prafuse@townsend.ma.us> wrote:

Kelly,

Per Jim's request I dropped off the contracts for our storage tank rehabilitation project at 9:00 AM this morning for the Board of Selectmen to sign at their meeting on 5/23/2017. They're in a box in front of your door to your office.

Thanks

Paul Rafuse

Paul Rafuse
Superintendent
Townsend Water Department
540 Main St.
West Townsend, MA 01474
Tel: 978-597-2212
Fax: 978-597-5611
E-mail: prafuse@townsend.ma.us

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Paul Rafuse

From: Paul Rafuse <prafuse@townsend.ma.us>
Sent: Wednesday, May 17, 2017 3:35 PM
To: 'Jim Kreidler'
Subject: RE: Contract

Categories: Red Category

Will do. It'll be there.

Thank you.

-----Original Message-----

From: Jim Kreidler [mailto:jkreidler@townsend.ma.us]
Sent: Wednesday, May 17, 2017 2:15 PM
To: Paul Rafuse <prafuse@townsend.ma.us>
Subject: Contract

Please see that everything requiring signature has sticky tab where signature is needed and is in a file in Kelly's office for tomorrow morning.

Chairman Clark will sign and seek board ratification Tuesday night.

Jim

Sent from Jim's iPhone

This email has been checked for viruses by AVG.
<http://www.avg.com>

Paul Rafuse

From: Paul Rafuse <prafuse@townsend.ma.us>
Sent: Wednesday, May 17, 2017 8:28 AM
To: Lou Soracco; Nathan Mattila
Subject: FW: Townsend_Fitchburg Rd Storage Tank Rehabilitation Project

Categories: Red Category

Lou,

This is the cooperation I get from the Town Administrator.

From: Jim Kreidler [mailto:jkreidler@townsend.ma.us]
Sent: Tuesday, May 16, 2017 4:41 PM
To: Paul Rafuse <prafuse@townsend.ma.us>
Cc: gnclark613@gmail.com
Subject: Re: Townsend_Fitchburg Rd Storage Tank Rehabilitation Project

Paul

The authorization vote for this project at town meeting didn't occur until the 9th so nothing could've been executed prior to that regardless of your efforts.

As I've advised, the Board next meets on the 23rd.

Why would you have scheduled the work to commence prior to having signed contracts?

Jim

Sent from Jim's iPhone

On May 16, 2017, at 3:47 PM, Paul Rafuse <prafuse@townsend.ma.us> wrote:

Good Afternoon,

Been trying to schedule a couple minutes of your time with Jim to get these contracts signed by you folks since May 4th. As previously mentioned this is a time sensitive project due to the function this facility provides. Town Counsel has given his approval. In anticipation of the board's approval and not to delay the project we have begun the process to drain the tank and a pre-con meeting is scheduled for tomorrow morning at 9:00 AM with the contractor beginning work on Monday the 22nd.

Any assistance from you to have an executed contract prior to or by Monday so as not to delay this important much needed project would be greatly appreciated.

Thank you

From: Paul Rafuse [mailto:prafuse@townsend.ma.us]
Sent: Monday, May 15, 2017 1:41 PM
To: 'Jim Kreidler' <jkreidler@townsend.ma.us>; Richard Holland <RHolland@k-plaw.com>
Cc: 'Kelly Merrill' <kmerrill@townsend.ma.us>; Lou Soracco <LASoracco@tighebond.com>; Nathan Mattila <generic556@gmail.com>
Subject: RE: Townsend_Fitchburg Rd Storage Tank Rehabilitation Project

Jim,

We had anticipated having these contracts signed by this week at the latest with the normally scheduled Selectmen's meetings. The contractor comes from out of state (Amherst, NY) and planned on being on site Monday the 22nd to begin work. Our pre-con meeting with our engineer and the contractor is Wednesday the 17th not Thursday the 18th. We hope to prevent any delays in the project given the importance and service the storage tank provides and the limited window to perform this work requiring the tank to be out of service. Your and the boards anticipated cooperation and assistance is greatly appreciated.

Thank you

From: Jim Kreidler [<mailto:jkreidler@townsend.ma.us>]
Sent: Monday, May 15, 2017 11:04 AM
To: Paul Rafuse <prafuse@townsend.ma.us>
Cc: Kelly Merrill <kmerrill@townsend.ma.us>
Subject: Re: Townsend_Fitchburg Rd Storage Tank Rehabilitation Project

We can get it on the boards next meeting of the 23rd.

Sent from Jim's iPhone

On May 15, 2017, at 8:52 AM, Paul Rafuse <prafuse@townsend.ma.us> wrote:

Jim,

Can I bring the contracts down for the Board to sign at Tuesday night's meeting? Rick Holland has approved and the items Rick mentioned in his letter dated May 9th will be addressed and provided at our pre-construction meeting with the contractor Thursday May 18th.

If you have any questions please call or email me.

Thank you

From: Richard T. Holland [<mailto:RHolland@k-plaw.com>]
Sent: Wednesday, May 10, 2017 1:42 PM
To: prafuse@townsend.ma.us
Cc: Mary Ann Nastasia <MNastasia@k-plaw.com>
Subject: Townsend

Paul,

See attached, should be there today.

Rick

Richard T. Holland, Esq.
KP | LAW
101 Arch Street, 12th Floor
Boston, MA 02110
O: (617) 556 0007
F: (617) 654 1735
rholland@k-plaw.com
www.k-plaw.com

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From: scans@k-plaw.com [<mailto:scans@k-plaw.com>]

Sent: Wednesday, May 10, 2017 1:40 PM

To: Richard T. Holland

Subject: Here is your scanned document.



This email has been checked for viruses by AVG antivirus software.

www.avg.com

<2015_001.pdf>

Paul Rafuse

From: Paul Rafuse <prafuse@townsend.ma.us>
Sent: Monday, May 15, 2017 12:47 PM
To: 'Jim Kreidler'
Subject: RE: water restrictions

Categories: Red Category

Jim,

The drought advisory may have been lifted but, implementing seasonal water restrictions are mandatory for all public water suppliers. This is a requirement by the DEP in accordance with the Water Manage Act which was amended by the most recently passed Sustainable Water Management Initiative (SWMI) and every water suppliers Water Withdrawal Permit. The DEP can require additional limitations on outdoor water use if residential water usage goes above the recommended 65 gallons per day per capita. That being said I would like to keep the notice up. If there's a concern with space on the main page please keep a reference to this year's water restrictions on the main page and link it to the actual water restrictions to our section of the website.

I hope this addresses your question.

If you have any questions please call or email me.

Thanks

From: Jim Kreidler [mailto:jkreidler@townsend.ma.us]
Sent: Monday, May 15, 2017 11:01 AM
To: prafuse@townsend.ma.us
Subject: Fwd: water restrictions

Please see below and advise.

Sent from Jim's iPhone

Begin forwarded message:

From: Cindy King <selectmancindyking@gmail.com>
Date: May 15, 2017 at 10:28:30 AM EDT
To: Jim Kreidler <jkreidler@townsend.ma.us>
Subject: water restrictions

according to the press release as of 5/11/17 from the DEP, the drought advisory has been lifted. Can we remove the water restriction posting from our website?
or does the water dept. have an independent restriction?

thanks

May is Mental Health Month
Mental Health Month Information

Cindy King
Selectman
Town of Townsend, MA 01469

From: Jim Kreidler <jkreidler@townsend.ma.us>
Sent: Monday, May 15, 2017 11:01 AM
To: prafuse@townsend.ma.us
Subject: Fwd: water restrictions

Categories: Red Category

Please see below and advise.

Sent from Jim's iPhone

Begin forwarded message:

From: Cindy King <selectmancindyking@gmail.com>
Date: May 15, 2017 at 10:28:30 AM EDT
To: Jim Kreidler <jkreidler@townsend.ma.us>
Subject: water restrictions

according to the press release as of 5/11/17 from the DEP, the drought advisory has been lifted. Can we remove the water restriction posting from our website?
or does the water dept. have an independent restriction?

thanks

May is Mental Health Month
Mental Health Month Information

Cindy King
Selectman
Town of Townsend, MA 01469

978-503-7456
FAX: 888-418-6397



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The Leader in Public Sector Law

May 9, 2017

101 Arch Street, Boston, MA 02110

Tel: 617.556.0007 | Fax: 617.654.1735

www.k-plaw.com

Stephen E. Marsters, Jr.

smarsters@k-plaw.com

BY FEDERAL EXPRESS

James M. Kreidler, Jr.
Town Administrator
Townsend Town Hall
272 Main Street
Townsend, MA 01469

Re: Town of Townsend – Fitchburg Road Water Tank Rehabilitation Project

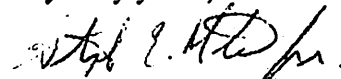
Dear Mr. Kreidler:

I have reviewed the contract between the Town and Atlas Painting and Sheeting Corp. for the above-referenced project, which I approve as to form subject to the following comments and recommendations:

1. The effective date of the contract must be inserted where indicated on the signature page, 00520-7.
2. The performance and payment bonds, both of which are dated April 24, 2017, do not include a date for the construction contract. Accordingly, once you have included a date on the contract, as described in item 1 above, the surety must re-issue the payment and performance bonds to include the date of the contract. Please keep in mind when including a contract date and requesting the surety re-issue that the bonds cannot be dated before the date of the contract lest they be deemed invalid.
3. If you have not already done so, I recommend reviewing the insurance certificate with your insurance provider or advisor.
4. The contractor must execute the enclosed tax certification.
5. The Town Accountant must complete the enclosed certification regarding availability of funds.

Enclosed please find one original signature of town counsel approving the contract as to form. Should you need further assistance, please do not hesitate to call me.

Very truly yours,


Stephen E. Marsters, Jr.

SEM/ekh

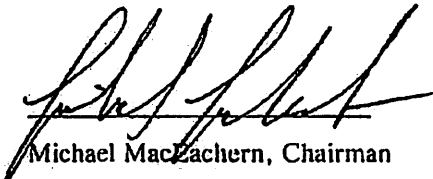
Enc.


cc: Water Superintendent
582439/TOWN/0001

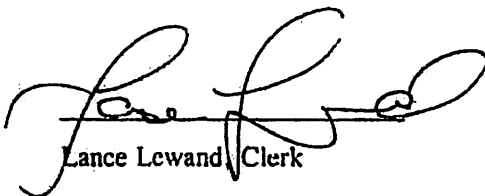
IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement. This Agreement will be effective on _____, _____ (which is the Effective Date of the Contract).

OWNER:

Town of Townsend
Board of Water Commissioners


Michael MacEachern, Chairman


Nathan Mattila, Vice-Chairman


Lance Lewand, Clerk

Town of Townsend
Board of Selectman

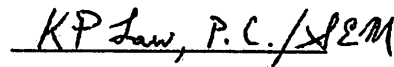
Gordon Clark, Chairman

Cindy King, Vice-Chairman

Sue Lisio, Clerk

Address for giving notices:
Townsend Water Department
540 Main Street
West Townsend, MA 01474

Approved as to form:
Town of Townsend
Town Counsel
APPROVED AS TO FORM



Town Counsel

CERTIFICATE OF TAX COMPLIANCE

Pursuant to Chapter 62C of the Massachusetts General Laws, Section 49A(b), I, the undersigned, authorized signatory for the below named contractor/vendor, do hereby certify under the pains and penalties of perjury that said contractor has complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

Signature

Date: _____

Name: _____
(Print Name)

Title: _____

Contractor/Vendor: _____

241360/99999/0003

Certify as to Availability of Funds

In accordance with M.G.L. C.44, Section 31C, this is to certify that an appropriation in the amount of this contract is available therefor and that the _____ has been authorized to execute the contract and approve all requisitions and change orders.

By _____
(Owner's Accountant)

(Name)

Paul Rafuse

From: Jim Kreidler <jkreidler@townsend.ma.us>
Sent: Thursday, May 04, 2017 10:51 PM
To: Paul Rafuse
Cc: Lauri Plourde
Subject: Re: Sign and Approve Contract For Fitchburg Rd. Storage Tank Rehabilitation
Categories: Red Category

PAul

BoS not meeting Tuesday.

Please do forward to Rick Holland.

Jim

Sent from Jim's iPhone

On May 4, 2017, at 12:59 PM, Paul Rafuse <prafuse@townsend.ma.us> wrote:

Jim,

I know the Board has Town Meeting on Tuesday but, If the Board meets prior to the meeting as they normally do, could you put it on the agenda for their approval and signatures. Also, Jim could I have my engineer email a copy of the contract and signature page directly to Rick Holland for approval to expedite the process?

Lauri, could I get your signature as well as to the availability of funds.

Thanks all

Paul Rafuse

Paul Rafuse
Superintendent
Townsend Water Department
540 Main St.
West Townsend, MA 01474
Tel: 978-597-2212
Fax: 978-597-5611
E-mail: prafuse@townsend.ma.us

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**TOWN OF TOWNSEND
PROCUREMENT FORM – QUOTES**

C. 30B Supplies or Services valued between \$10,000 and \$50,000.

DATE: 4 / 12 / 2017 DEPT. Water

Budget Line Item # 061-04-500-5012-0000

Purchase Description: To replace a control panel at our West Meadow Rd. booster

Station which controls 3 pumps.

VENDOR #1 Date: 12/8/2016 Time: _____ Unit Price: _____ Total: \$11,204.00

Company Name & Contract: Blake Equipment

Address: 4 New Park Rd., East Windsor, Ct 06088

Phone #: 860-243-1493

VENDOR #2 Date: 3/16/2017 Time: _____ Unit Price: _____ Total: 0

Company Name & Contract: Hydrus Control Solutions, Inc

Address: 12 Moorland Dr., Uxbridge, MA 01569

Phone #: 508-278-5652

VENDOR #3 Date: 4/12/2017 Time: _____ Unit Price: _____ Total: \$12,000.00

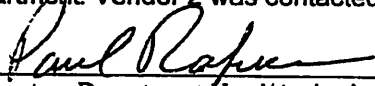
Company Name & Contract: New England Instrument Service Associates

Address: 617 First New Hampshire Turnpike Unit 1, Northwood, NH 03261

Phone #: 603-942-7235

Purchase awarded to vendor #: 1

Comments: Vendor 1 was the most advantageous in the best interest of the Water Department. Vendor 2 was contacted but, did not provide a quote.



Signature Department Head/Authorized
Personnel Soliciting Quotes

Signature Chief Procurement Officer

Note: Please submit this form to the Town Accountant with invoices for purchases of supplies or services between \$10,000 and \$50,000. Sound business practices are required for purchases under \$10,000.

December 8, 2016

Townsend Water Department
Attn: Paul Rafuse, Superintendent
540 Main Street
West Townsend, MA 01474

: ESTIMATION: QUOTE: ESTIMATION:

Project Name: New Panel
Project #: 9109494

Duplex Control Panel with constant pressure controller.

(2)- 20HP VFD
(1)- 7 ½HP Jockey Pump

With Alarm outputs/scada (details needed when ordered)
Installed with Startup.

Please Note: *Energy saving efficiency upgrade*

Not to exceed a total of \$11,204.00, plus tax and freight without further approval.

Note: 4 Week Lead Time.

This offer is extended for 30 days. After which it will be reevaluated. Please sign below if you are in agreement.

Sincerely,



Russ Roly
Field Service Supervisor

Signed _____

Print _____

Date _____

Phone Number _____

PO# _____

Email _____

New England Instrument N.H. Div.

PO Box 94
Epsom, NH 03234

Estimate

Date	Estimate #
4/13/2017	11236

Name / Address
Townsend Water Dept PO Box 17 Townsend, Ma. 01469

Project

Description	Qty	Total
Steel Enclosure 24"X24"X8" with control switches for three Grundfos verticle pumps and alarms outputs for SCADA	1	8,250.00
Start Up including testing and training	5	3,750.00
Total		\$12,000.00

Paul Rafuse

From: Paul Rafuse <prafuse@townsend.ma.us>
Sent: Friday, April 28, 2017 7:03 AM
To: 'Jim Kreidler'
Cc: 'Lauri Plourde'
Subject: RE: Quote Forms To Purchase and Install Pump-Main St. Station
Attachments: Quote Pkg Twn Acct.pdf

Categories: Red Category
Tracking: Recipient
'Jim Kreidler'
'Lauri Plourde'

Read

Read: 4/28/2017 8:15 AM

Thanks Jim,

What about the one I sent you on 4/13/2017 re: replacement of a control panel at our booster station on West Meadow Rd. (see attached)?

From: Jim Kreidler [mailto:jkreidler@townsend.ma.us]
Sent: Thursday, April 27, 2017 3:34 PM
To: Paul Rafuse <prafuse@townsend.ma.us>
Cc: Lauri Plourde <lplourde@townsend.ma.us>
Subject: Re: Quote Forms To Purchase and Install Pump-Main St. Station

Approved.

Sent from Jim's iPhone

On Apr 27, 2017, at 11:55 AM, Paul Rafuse <prafuse@townsend.ma.us> wrote:

Attached are two packages including Procurement Quote Forms.

1. To purchase a new vertical inline pump
2. To install the new vertical inline pump

Your prompt review and subsequent approval would be greatly appreciated in order to get the equipment ordered due to the lead time for delivery and scheduling the work for installation.

Thank you

Paul Rafuse

Paul Rafuse
Superintendent
Townsend Water Department
540 Main St.
West Townsend, MA 01474
Tel: 978-597-2212
Fax: 978-597-5611
E-mail: prafuse@townsend.ma.us

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<2017_04_27_11-Quote Pkg To Purchase Replacement Pump.pdf>



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www.avg.com

Paul Rafuse

From: Paul Rafuse <prafuse@townsend.ma.us>
Sent: Tuesday, April 25, 2017 2:25 PM
To: James Kreidler
Subject: FW: Quote Approval For Equipment Repairs
Attachments: Quote Pkg Twn Acct.pdf
Categories: Red Category

Jim,

I sent this over on the 13th. I'd like to get this work done. Do I need to wait for your signature or can I go ahead and schedule the work?

Thanks

From: Paul Rafuse [mailto:prafuse@townsend.ma.us]
Sent: Thursday, April 13, 2017 10:12 AM
To: 'Lauri Plourde' <lplourde@townsend.ma.us>; James Kreidler <jkreidler@townsend.ma.us>
Subject: Quote Approval For Equipment Repairs

Please see attached quote procurement form and back up documentation to perform equipment repairs. Please provide me a signed copy of the Procurement Quote Form at your earliest convenience so I can schedule the work.

Thank you

Paul Rafuse

Paul Rafuse
Superintendent
Townsend Water Department
540 Main St.
West Townsend, MA 01474
Tel: 978-597-2212
Fax: 978-597-5611
E-mail: prafuse@townsend.ma.us

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Paul Rafuse

From: Paul Rafuse <prafuse@townsend.ma.us>
Sent: Tuesday, April 18, 2017 3:41 PM
To: James Kreidler
Cc: David LaChappelle (dlachappelle@afscme93.org); 'Mark Mercurio'
Subject: Grievance

Categories: Red Category

Tracking: Recipient
James Kreidler
David LaChappelle (dlachappelle@afscme93.org)
'Mark Mercurio'

Read

Read: 4/18/2017 7:11 PM

Jim,

Please consider this as notification that I'm filing a grievance in accordance with ARTICLE XII HOURS OF WORK of the Supervisory contract.

Reason: Upon receiving my pay check on Friday April 14, 2017 I noticed I was not compensated for taking "On Call" duty. Withholding compensation from my routine duties prior to the contracts ratification implies a change in my work schedule without prior notice.

ARTICLE XII HOURS OF WORK

The hours of work for each employee in the bargaining unit shall remain consistent with his/her hours of work prior to the ratification of this agreement. Prior to making any changes in work schedules, the Town will provide the Union with notice and to bargain in good faith over the impacts of the proposed change.

Thank you

Paul Rafuse

Paul Rafuse
Superintendent
Townsend Water Department
540 Main St.
West Townsend, MA 01474
Tel: 978-597-2212
Fax: 978-597-5611
E-mail: prafuse@townsend.ma.us

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Paul Rafuse

From: Paul Rafuse <prafuse@townsend.ma.us>
Sent: Tuesday, April 11, 2017 11:25 AM
To: 'James Kreidler'; 'Lauri Plourde'
Cc: 'Brenda Boudreau'
Subject: RE: Line Item For Vehicle Stipend

Categories: Red Category
Tracking: Recipient
'James Kreidler'
'Lauri Plourde'
'Brenda Boudreau'

Read

Read: 4/11/2017 12:09 PM

Lauri,

Can you provide me the account number and where it will be applied? I'm assuming personal services? Once I receive that I'll submit my revised budget.

Thanks

From: James Kreidler [mailto:jkreidler@townsend.ma.us]
Sent: Tuesday, April 11, 2017 11:10 AM
To: 'Paul Rafuse' <prafuse@townsend.ma.us>; 'Lauri Plourde' <lplourde@townsend.ma.us>
Cc: 'Brenda Boudreau' <bboudreau@townsend.ma.us>
Subject: RE: Line Item For Vehicle Stipend

Paul,

Vehicle Allowance would be the appropriate title.

You will need to submit a revised budget as well to seek the appropriation to cover it.

Jim

From: Paul Rafuse [mailto:prafuse@townsend.ma.us]
Sent: Tuesday, April 11, 2017 10:27 AM
To: James Kreidler
Cc: Brenda Boudreau
Subject: Line Item For Vehicle Stipend

Jim,

In a discussion I had with Lauri this morning she indicated to me that I need to contact you about creating a line item account for my vehicle stipend. Once you provide her the name of the account she'll give it an account number.

Thanks

Paul Rafuse

Paul Rafuse
Superintendent
Townsend Water Department
540 Main St.
West Townsend, MA 01474
Tel: 978-597-2212
Fax: 978-597-5611
E-mail: prafuse@townsend.ma.us

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Paul Rafuse

From: Paul Rafuse <prafuse@townsend.ma.us>
Sent: Thursday, April 06, 2017 11:55 AM
To: James Kreidler; Kelly Merrill (kmerrill@townsend.ma.us)
Cc: Brenda Boudreau
Subject: Meeting With Fire Chief Re: Hydrant Availability While Performing Ice Pigging Water Main Cleaning

Categories: Red Category

Tracking:	Recipient	Read
	James Kreidler	
	Kelly Merrill (kmerrill@townsend.ma.us)	Read: 4/6/2017 12:29 PM
	Brenda Boudreau	Read: 4/6/2017 1:24 PM

Jim,

Please forward to Selectmen Clark that as I had previously planned I met with Chief Boynton at his office yesterday at about 10:15 AM in regards to the planned ice pigging project to begin next week and the availability of hydrants along the proposed sections of water main to be cleaned each day of operation. I explained the process to the Chief and provided him with the same packet of information I provided to you and the selectmen. After a brief discussion the chief had no concerns. As I also explained to the Chief and if allowed the chance at Tuesday's meeting I would've clarified to Mr. Clark that because the ice pig is made up of our own water with a mixture of 5% sodium chloride (table salt) in the event of a fire that could not be handled by a tanker truck any hydrant could be utilized. This is one of the positives of using this process to clean mains.

If you or Mr. Clark have any questions please call or email me.

Thank you

Paul Rafuse

Paul Rafuse
Superintendent
Townsend Water Department
540 Main St.
West Townsend, MA 01474
Tel: 978-597-2212
Fax: 978-597-5611
E-mail: prafuse@townsend.ma.us

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Paul Rafuse

From: Jim Kreidler <jkreidler@townsend.ma.us>
Sent: Tuesday, April 04, 2017 5:43 PM
To: Paul Rafuse
Subject: Re: Announcement of a Project
Categories: Red Category

What appointment tonight?

Sent from Jim's iPhone

On Apr 4, 2017, at 5:40 PM, Paul Rafuse <prafuse@townsend.ma.us> wrote:

Jim,

Could I have a minute before my appointment tonight to make a brief announcement to notify our customers in the West Townsend area of a water main cleaning project we're doing next week? A copy of the information is attached.

Thank you

Paul Rafuse

Paul Rafuse
Superintendent
Townsend Water Department
540 Main St.
West Townsend, MA 01474
Tel: 978-597-2212
Fax: 978-597-5611
E-mail: prafuse@townsend.ma.us

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<Ice Pigging Packet.pdf>

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2016.0.8012 / Virus Database: 4769/14245 - Release Date: 04/05/17

The Townsend Water Department will be conducting a new main cleaning procedure along Main Street in West Townsend during the week of April 10 through April 14, 2017. The section of main to be cleaned is from the intersection of Main and Canal Street to the end of the line across from Wheeler Road. This procedure is an alternative to flushing mains, especially mains that might be causing issues with discolored water. Ice Pigging is a technique that is more effective than flushing in removing particles and sediments from pipe walls. An ice slurry is pumped through a section of main to "clean" it. The actual "pigging" process takes approximately 4-5 hours per day then, the section of main needs to be adequately flushed. The process is expected to begin at 8:00 AM and, including flushing completed by 3:00 PM or sooner if possible. Residents are asked to refrain from using any water during this period.

Attached is a schedule of dates each section of main will be cleaned and streets that will have service interrupted.

Ice pigging combines the operational advantages of flushing with the cleaning impact of soft pigging. It uses less water than traditional cleaning techniques with minimal downtime to the main. During the flushing Process, a small amount of sodium chloride (table salt) may enter your service line. Customers should avoid using water during the time the main cleaning and should run their taps for 2 to 3 minutes prior to using the water for drinking or cooking after the completion of the procedure. If a salty taste is detected, run your tap for a longer period of time. Generally, if you detect a cooler temperature of the water from your tap, you have sufficiently flushed out your service line. If the water becomes very cold, continue to run your tap for an additional 2 to 3 minutes.

For Healthy individuals, the sodium intake from water is not important, because a much greater intake of sodium takes place from salt in the diet. However sodium levels above the recommended upper limit of 50 milligrams per liter may be a concern to individuals on sodium restricted diet, or those on dialysis.

If there are any further questions or concerns, please contact the Townsend Water department at 978-597-2212.

Thank you for your patience and understanding during this process.

To view the ice pigging process go to the following link.
<https://www.youtube.com/watch?v=EAlYoQKGxOI>

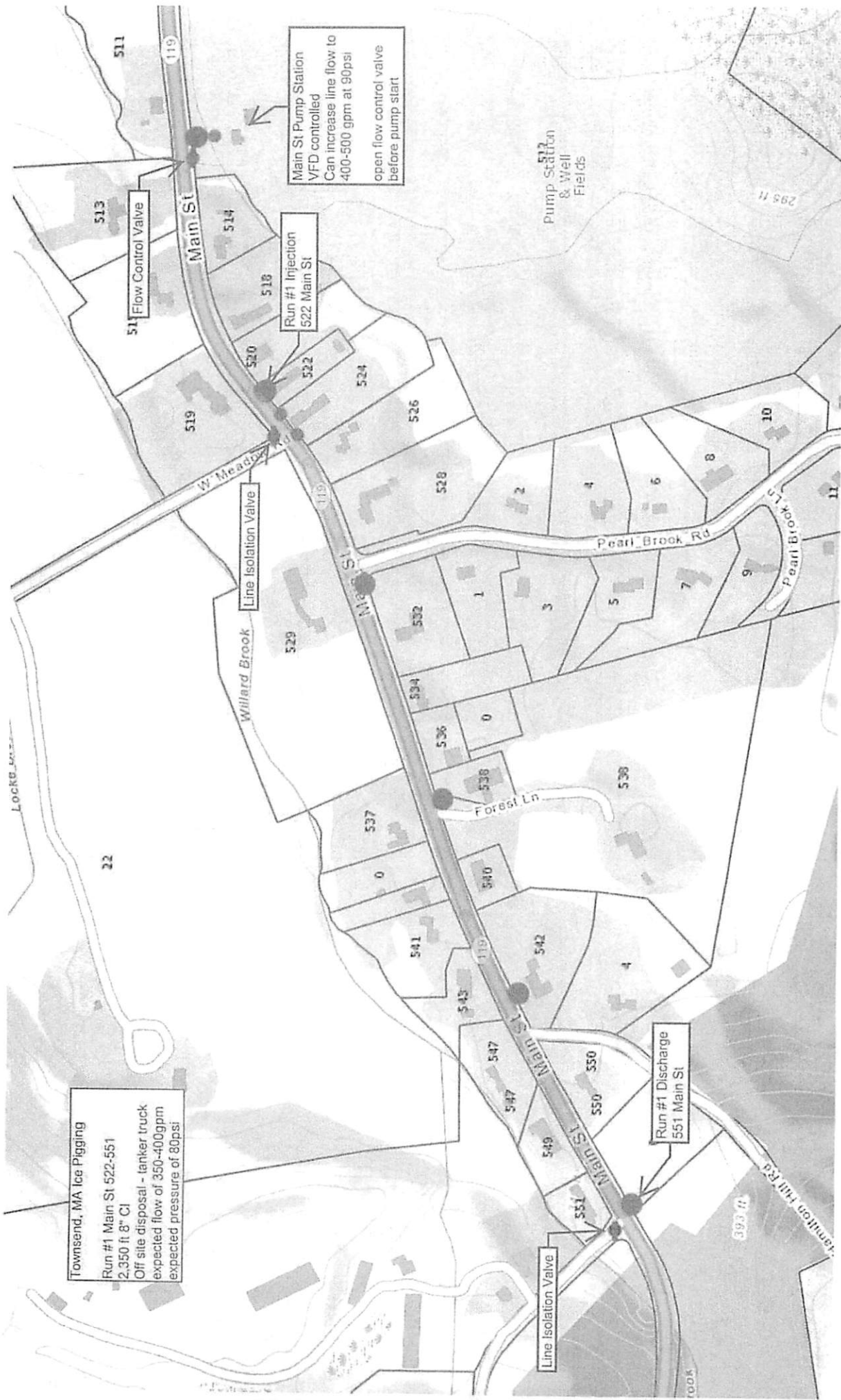
Please see tentative schedule on back

MAIN CLEANING DAILY SCHEDULE WEEK OF APRIL 10, 2017

DATE	SECTION OF MAIN TO BE CLEANED	STREETS THAT SERVICE WILL BE INTERRUPTED
4/10/2017	From 522 Main St. to Wheeler Rd.	<ol style="list-style-type: none"> 1. 513 Main St. to Wheeler Rd. 2. West Meadow Rd. 3. West Meadow Estates Dr.
4/12/2017	From 512 Main St. to the VFW Pond.	<ol style="list-style-type: none"> 1. Main St. from Wheeler Rd. to intersection of Main and Canal St. and Canal St. from Main St. to the intersection of Canal St. and Dudley Rd. 2. Battery Rd. 3. New Fichburg Rd. 4. Elm St. West 5. Johnathan Ln. 6. Linden St. 7. 513 Main St. to Wheeler Rd. 8. West Meadow Rd. 9. West Meadow Estates Dr.
4/14/2017	From the VFW Pond to Canal St. and down Canal St. to the intersection of Canal St. and Dudley Rd.	<ol style="list-style-type: none"> 1. Main St. from Wheeler Rd. to intersection of Main and Canal St. and Canal St. from Main St. to the intersection of Canal St. and Dudley Rd. 2. Battery Rd. 3. New Fichburg Rd. 4. Elm St. West 5. Johnathan Ln. 6. Linden St. 7. 513 Main St. to Wheeler Rd. 8. West Meadow Rd. 9. West Meadow Estates Dr.

Please note that this schedule may vary based on actual working conditions.

Due to system design interrupting service on multiple days was unavoidable. We apologize for any inconvenience this may cause you and appreciate your patience and understanding while we work to make these necessary system



Townsend, MA Ice Piggings
Run #1 Main St 522-551
2,350 ft 8" CI
Off site disposal - tanker truck
expected flow of 350-400gpm
expected pressure of 80psi

Main St Pump Station
VFD controlled
Can increase line flow to
400-500 gpm at 90psi
open flow control valve
before pump start

Run #1 Discharge
551 Main St

Line Isolation Valve

Line Isolation Valve

Flow Control Valve

Run #1 Injection
522 Main St





Advanced pipe cleaning technology for water mains

What is Ice Pigging?

Ice Pigging is an award winning, innovative, low risk, advanced pipe cleaning technology to clean drinking water, raw water, sewer force mains and siphons.

Developed by the University of Bristol, England, Suez Water Advanced Solutions is the sole rights holder in North America.

Ice Pigging has been proven to be between 100 and 1000 times more effective at removing sediment and debris than water flushing alone. The ice slurry can be inserted and removed through hydrants, line taps, air valves, and other existing fittings so expensive excavations are not required. Ice Pigging harnesses the characteristics of a semi-solid material that can be pumped like a liquid but behaves like a solid once the pig is formed in the pipe. Because Ice Pigging relies on the natural glacial effect of ice to pick up unwanted sediment it uses approximately 50% less water than standard water flushing and takes significantly less time, typically the section of main being cleaned is out of service for no more than 30 minutes. Traditional cleaning methods do have operational limitations that Ice Pigging can overcome. A main feature of Ice Pigging is that it cannot get stuck, if for some reason the pig would get stuck, we would allow the ice to melt and flush it from the main. Pipe bends, changes in diameter or butterfly valves can all pose problems for swabbing or pigging, yet ice pigs can easily negotiate these obstacles. To launch and receive traditional pigs, excavations have to be made to allow the installation of launch and reception stations. This can mean costly, extensive interruptions to water networks or force mains and siphons and require the installation of temporary bypass pumping or overland rider main.

