

WATER COMMISSIONERS' MEETING
MAY 16, 2000
7:00 P.M.

Meeting held at the Water Department office, 540 Main Street, West Townsend

MEMBERS PRESENT: Sam Briguglio and Dave Dunbar

GUESTS PRESENT: Supt. Paul Rafuse, Carole Stone and Jean Dinon

Chairman Sam Briguglio opened the meeting at 7:05 p.m. Minutes of the April 11, 2000 and Special May 5, 2000 meetings were read and approved by the two commissioners present. Warrants previously signed for \$4,803.04, \$1,035.00, \$814.10, \$8,568.00, \$5,777.20, \$3,605.56, \$215.00, \$6,245.25, and \$765.00 totaled \$31,828.15. Previously signed payroll warrants totaled \$13,146.64.

Commissioners read and noted the following correspondence:

- A. Letter from David Y. Terry, DEP, dated April 6, 2000 re: Implementation of water use restrictions.
- B. Copy of letter from June Riddle, Town Counsel to Beverly Sleeper, Town Administrator dated April 10, 2000 re: Article for water main extension Shirley Road.
- C. Copy of letter to South Fitchburg Hunting & Fishing Club from Paul Rafuse dated April 12, 2000 re: Proposed well site on Warren Road.
- D. Copy of letter to Richard Choate, Town Accountant dated April 13, 2000 re: Abatement of \$52.80-FY00 User Charge J. McGarigle, 3 Linden Street.
- E. Copy of letter to Richard Choate, Town Accountant dated April 13, 2000 re: Vote to transfer from the Unreserved Retained Earnings Account of the following amounts: \$30,000.00 to Main Street Station Upgrade, \$2,000.00 to Storage Tank Maintenance, \$25,000.00 to New Metering System, and \$75,000.00 to Water Main Extensions (New Account).
- F. Copy of memo from Ed Kukkula, Highway Superintendent to Planning Board dated April 13, 2000 re: Kimplen Court.
- G. Memo from Beverly Sleeper, Town Administrator dated April 13, 2000 re: Use of Memorial Hall policy and application #99-2. Sam Briguglio signed and dated the receipt of this information.
- H. Letter from Unitil dated April 19, 2000 re: Maintenance of gas piping.

- I. Copy of letter to Board of Selectman from Paul Rafuse dated April 25, 2000 re: Approximate cost to 22 Shirley Road from #10 Shirley Road and approximate cost to town line from #10 Shirley Road.
- J. Copy of letter to Town Properties Committee and Board of Assessors from Paul Rafuse dated April 27, 2000 re: Deed/easement information for the Fitchburg Road storage tank.
- K. Copy of letter to June Riddle, Town Counsel from Paul Rafuse dated April 27, 2000 re: Deed and easement information for the Fitchburg Road storage tank.
- L. Memo from Beverly Sleeper, Town Administrator dated May 1, 2000 re: Department head training on May 22, 2000.
- M. Memo from Beverly Sleeper, Town Administrator dated May 3, 2000 re: SRF loan fund.
- N. Copy of fax received from Bob Wyman, Earth Tech dated May 4, 2000 re: Fitchburg Road standpipe.
- O. Copy of agreement from John Paula dated May 5, 2000 re: Permission to unload and store pipe and fittings on his property for the purpose of extending the water main on Emery Road.
- P. Noted three returns from Old Meetinghouse Road regarding agreement to take water within one year of water main installation.
- Q. Noted two mandatory referrals without comment and two legal notices from Zoning Board of Appeals.

OLD BUSINESS:

- 1. Paul reported that there is a ¼" crack in the paint on the storage tank at Fitchburg Road and is a chemical reaction of the new paint to the old paint.
- 2. Paul presented the quotes to have the Highland Street storage tank pressure washed. The motion was made, seconded and voted by the two commissioners present to high pressure wash the 1 million gallon concrete storage tank at Highland Street at a cost of \$4,750.00 by Underwater Solutions, Inc.

3. Paul discussed the possibility of loan for Main Street station upgrade and SRF loan for South Fitchburg Hunting and Fishing Club. He said he spoke with Bill Nunnery at Earth Tech about it.
4. Paul presented backhoe quotes, and it was tabled until a full board is present.
5. Paul discussed the upcoming South Fitchburg Hunting and Fishing Club Board of Directors meeting on June 26, 2000 at 7:00 p.m. He is planning on attending and invited the other board members to attend. Also, there was discussion of easement exchange of land.
6. Paul presented master plan update. He said that all master plans expire and need to be revised. Flow tests have to be performed in all sections. A motion was made to invite Bill Nunnery from Earth Tech to the July meeting.
7. Paul presented Unitil agreement of Lunenburg Road tower property, and because of the Acts of 1920 we cannot accept monies in this agreement. It was tabled for more information.

NEW BUSINESS:

1. Paul presented annual service agreement for FlowRite Valve Service, Inc. Sam Briguglio signed and dated both copies of the agreement.
2. Paul presented April appropriation balances report.
3. Paul presented quote for installation of automatic garage door opener, and it was tabled for better price. Paul is to get two more quotes.
4. Paul presented the survey portion of parcel E - Cross Street Station Road, and it was tabled until outcome of town meeting.
5. Paul presented that some houses on Shirley Road are at high elevation and need a letter that the town or Water Department is not held liable due to possible insufficient pressure. Flow tests haven't been done during the summer months. It was tabled until results of town meeting.
6. Paul presented benefit package on vacation time. It will be revised and presented at next meeting.

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7. Paul presented information on rate increases and fee charges. There was a discussion on this, but it was tabled until a full board is present.
8. Paul discussed the attendance at commissioners' meetings and how important it is that they attend. It was tabled until a full board is present.

Motion to adjourn the meeting at 10:00 p.m.

Next regular meeting to be held on June 13, 2000.

Respectfully submitted,

Jean R. Dinon, Clerk