

WATER COMMISSIONERS' MEETING
AUGUST 12, 2003
6:30 P.M.

MEMBERS PRESENT: David Dunbar, Samuel Briguglio and Francis McNamara.

GUESTS PRESENT: Supt. Paul Rafuse and Jean Dinon.

Dave Dunbar opened the meeting at 6:30 p.m.

DECISION: The Board voted unanimously to approve the minutes of June 10, 2003 and Special June 17, 2003.

Previously signed warrants for \$229.92, \$135.08 and \$2,950.23 totaled \$3,315.23 for FY03 and \$3,775.51, \$1,796.23, \$3,817.30, \$19,113.00, \$110.24, \$2,929.76, \$2,868.16, \$7,699.74 totaled \$42,109.94 for FY04.

Previously signed payroll warrants for \$2,996.29, \$2,945.30, \$3,035.57, \$2,945.30 and \$2,945.30 totaled \$14,867.76.

Commissioners read and noted the following correspondence:

- A. Letter from Steven J. McCurdy, Acting Director of DEP, dated June 6, 2003 re: State Revolving Fund (SRF) loan program for calendar year 2004.
- B. Letter to Fitchburg Garage Door from Paul L. Rafuse dated July 10, 2003 re: Acceptance of quote to purchase and install garage doors at Main Street station.
- C. Letter to Garage Doors Unlimited LLC and A-1 Overhead Door Inc. from Paul L. Rafuse dated July 10, 2003 re: Non acceptance of quote to purchase and install garage doors at Main Street station.
- D. Letter to New England Instrument, Attn. Bert from Paul L. Rafuse dated July 10, 2003 re: Acceptance of quote to purchase ProControl Series 2Plus 12 DI 14 DO and 8 analog inputs.
- E. Memo from Planning Board to Water Department dated July 10, 2003 re: ATM Article 31, rate of development and subdivision phasing.
- F. Letter to Main Street Café, Dr. L. A. Churchville, Dr. Mark Rosebush, Paul Nicoli, Jeff Lynch, Jack Collins and Yee's Village from Paul L. Rafuse dated July 11, 2003 re: Notification from Sterilite Corporation of date change of insurance fire flow test.
- G. Letter from Douglas DeNatale, senior hydrogeologist at Earth Tech, to Board of Water Commissioners, Attn. Paul Rafuse dated July 15, 2003 re: F. G. Sullivan invoice, Harbor Trace test wells.
- H. Letter to Mr. Michael Stuart from David A. Dunbar, Chairman of Board of Water Commissioners, dated July 15, 2003 re: Status of account.
- I. Letter from Radioshack Credit Services to Townsend Water Department dated July 16, 2003 re: Account number and credit line.
- J. Letter from Gus Sharry, PE at Goldsmith, Prest & Ringwall, Inc. to Paul Rafuse dated July 16, 2003 re: Harbor Trace subdivision, Townsend, MA , locate test wells.
- K. Copy of letter to James Johnson, Town Administrator from June S. Riddle, Esq. dated July 21, 2003 re: Request for opinion, well site/subdivision.

- L. Letter from Lynne and Michael Stuart received July 28, 2003 re: Payment plan schedule.
- M. Letter to Mr. Ron Koivu, Woodspire Homes, from David A. Dunbar, Chairman of the Board of Water Commissioners, dated July 24, 2003 re: Request for authorization to supply several homes in the Harbor Trace development.
- N. Letter to Mr. William Schultze, T & W Custom Builders, from Paul L. Rafuse dated July 29, 2003 re: Connection charge and service charge at 83 Fitchburg Road.
- O. Letter to MA DEP, Drinking Water Program, Attn. Paula Caron from Paul L. Rafuse dated August 5, 2003 re: PWSID #2299000.
- P. Letter to Mr. Michael Shepard from Paul L. Rafuse dated August 7, 2003 re: Scheduled payment plan.
- Q. Fax from Ruth Dolenz, Jayhawk Software, to Mrs. Jean Dinon dated August 12, 2003 re: Software support agreement.
- R. Noted one request for legal services, town of Townsend and one referral notice for Zoning Board of Appeals.

OLD BUSINESS:

- 1. Paul discussed/reviewed cost estimate for new source at Harbor Trace. The cost estimate is \$12,000.00. The guidelines are going down. Sam wants Paul to get a price from Dufresne and Henry.
- 2. Paul reported that new garage doors are installed at Main Street station.
- 3. Paul reported that meet with Jim Soucie, Hollingsworth & Vose, about canal crossing for water main on South Street. He wants Paul to do a diagram and letter so he can send to his legal department. There will be minimal conservation issues with going across the canal. Paul doesn't want to go under canal or bridge.
- 4. Jean reported on June appropriation balances.
- 5. Jean reported on list of 4th final shutoff notices.

NEW BUSINESS:

- 1. DECISION: Board voted unanimously to charge interest to installations past 30 days that are completed.
- 2. Paul discussed/reviewed SRF application. Richard from Dufresne and Henry asked how much we need. He listed three projects-west side improvement, Main Street distribution improvement and east side improvement. Paul feels east side improvement should be first.
- 3. Paul reported FYI per Paul Nicoli FY05 projections. The news is not good. The town will probably come to us.
- 4. Jean reported to carry forward the remaining balances of the following accounts.

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Board of Water Commissioners' Meeting
August 12, 2003

DECISION: Board voted unanimously to carry forward the remaining balances of the following accounts:

- 400.5005, Master Plan Revision
- 400.5006, South Street Bridge Project
- 400.5009, Main Street Station Upgrade
- 400.5011, Storage Tank Maintenance
- 400.5012, New Metering System
- 400.5013, Water Main Extensions
- 400.5014, Well Development & Exploration

5. Jean reported that Peter LoBrutto, 11 Reagan Road.

DECISION: Board voted unanimously for payment plan for Peter LoBrutto, 11 Reagan Road, with late charges waived.

The next scheduled meeting is Tuesday, September 9, 2003.

Dave adjourned the meeting at 8:20 p.m.

Respectfully submitted,

Jean R. Dinon, clerk