

BOARD OF WATER COMMISSIONERS' MEETING
DECEMBER 12, 2006
6:30 P.M.

MEMBERS PRESENT: Robert Moorehouse, Fran McNamara and Jack Caten.

GUESTS PRESENT: Supt. Paul Rafuse, Michelle Cannon and Jean Dinon – clerk.

Bob opened the meeting at 6:35 p.m.

Warrants previously signed for \$2,292.92, \$7,220.00, \$122,122.22, \$1,206.97, \$876.91, \$963.00, \$3,513.64, \$1,371.36 and \$5,159.79 totaled \$144,726.81.

Previously signed payroll warrants for \$3,857.38, \$300.00, \$3,724.93, \$3,787.50, \$3,737.36, \$3,712.50 and \$300.00 totaled \$19,419.67.

DECISION: Board voted unanimously to approve the minutes of November 8, 2006.

OLD BUSINESS:

1. Paul discussed/reviewed FY08 budget. Jack spoke with Dave Chenelle about pay raises. Paul said he spoke with town administrator feels that we should meet with selectmen to out. Dave Chenelle is willing to sit down with the board. Bob said that Highway and Police Departments are going to negotiate their raises. Paul said town falls under state and federal guidelines and have proven over years that we can operate that way. We are going to invite Dave Chenelle to a meeting. It was tabled.
2. Paul discussed/reviewed date to recognize Sam Briguglio (water commissioner) for years of service. He will be home on December 21-26, 2006. Jack will talk to Sam. It was tabled.
3. Paul discussed/reviewed rate increase. SRF project payments are about \$50,000.00. It will be \$100,000.00 payment per year. Paul said that in 25 years here has been that \$.50 or \$.60 increase. We had to take a small amount of emergency reserve to supplement the budget. For that reason alone is reason to raise water rates. We also have loans to pay now for SRF project. It was tabled.
4. Paul discussed/reviewed revised license agreement of access road to Fitchburg Road storage tank. Paul was concerned about insurance part and sent to legal counsel. Paul spoke to Bruce Haman, Town's insurance agent. Town counsel gave recommendation of rider would have to be applied to insurance policy. Gate is going to be put in. A letter to Robin to state that if commercial vehicles come in that will have to go another avenue. If make Robin St. Hillarie pay, then should make Amy Collins pay. Jack would like to put in agreement and for both Amy and Robin sign agreement. Paul can send copy of agreement to Robin after board looks it over.
5. Paul discussed/reviewed request from town administrator to pay balance due from police detail for Warren and Shirley Roads water main improvement project. Paul is going to send letter to Greg Barnes and charge town department same as outside contractor. A copy of the letter will be sent to the selectmen.
6. Paul reported gas service to Harbor Trace pump station. Unutil said it would cost the Water Department with project usage and cost to install it would be \$963.00. The service will be installed beginning of next week. It will be 2" service with 3" pressure.
DECISION: Board voted unanimously to pay Unutil \$963.00 for gas installation at Harbor Trace pump station.
7. Jean reported abate \$25.00 to Acct #442, Town of Townsend, Kountry kids bubbler, FY06 user.
DECISION: Board voted unanimously to abate \$25.00 to Acct #442, Town of Townsend, Kountry kids bubbler, FY06 user.

NEW BUSINESS:

1. Michelle Cannon, Habitat for Humanity, 14 Apple Drive, 1" service. She is co-chair of Habitat for Humanity. She brought information on Habitat for Humanity for board members. Habitat has risen about \$50,000.00 to date. The houses are at 0%, and family needs to volunteer 500 hours of community service on the building of the house. Monies for habitat houses have to be raised locally. This house is going to be four-bedroom house. She would like to have connection charge waived. It will take about two days to do installation. The town is sponsoring it. It is a town project. Paul said town counsel said that we are not required to waive fees. The house will be 100' from the road. The cost will be about \$3,800.00 to \$4,000.00 for installation including materials, labor and system development charge. Bob said the board would like to waive the fees, but it sets precedence. Jack and Fran would like to waive the fees to curbside. Pipes will be supplied by us.

DECISION: The board voted unanimously to approve 1" service, 14 Apple Drive, Appl. #692 with waiving the system development charge as well as supplying materials including the meter. There will be a new line from the main to the curbside and any fees associated with it.

2. Paul discussed/reviewed change start of commissioners' meeting to an earlier time for winter or permanently. Paul said open meeting law says to hold meetings at times for the majority of the public. DECISION: Board voted unanimously to change meeting time from 6:30 p.m. to 5:30 p.m.

3. Jean reported October and November appropriation balances reports.

4. Jean reported on November accounts receivable report.

5. Jean reported 1" service to Jim Lamy, 63 Fitchburg Road, Appl #696.

DECISION: Board voted unanimously to approve 1" service to Jim Lamy, 63 Fitchburg Road, Appl. #696.

6. Jean reported bureau of accounts.

The next scheduled meeting is Tuesday, January 9, 2007.

Bob adjourned the meeting at 8:30 p.m.

Respectfully submitted,

Jean R. Dinon - clerk