



**TOWNSEND WATER DEPARTMENT**  
540 Main Street West Townsend, Massachusetts 01474

Niles Busler, Chairman  
Paul L. Rafuse,  
Water Superintendent

Francis McNamara, Vice-Chairman

Ron Dionne, Clerk  
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**WATER COMMISSIONERS MEETING MINUTES**

JULY 9, 2012 - 5:30P.M.

Water Department 540 Main Street, Meeting Room

**I. PRELIMINARIES:**

- 1.1 The meeting was called to order at 5:40P.M.
- 1.2 Roll call vote taken showed 2 members present: Chairman Niles Busler (NB), Vice-Chair Fran McNamara (FM). Absent Ron Dionne, Clerk (RD).
- 1.3 NB moved to add agenda item 2.2 Discussion of the Tank Mixing System.
- 1.4 NB moved to table review/approval of the meeting minutes for June 25, 2012.

**II. MEETING BUSINESS:**

**2.1 Updates/Reports.**

**2.1.1 Commissioners Updates/Reports**

The Commissioners discussed the possibility of using a fee based system on meter size for billing units in the Pine Ridge and Country Estates properties. FM reported he spoke with other Communities about their billing practices on similar properties. Water Superintendent to calculate the cost and/or potential lost revenue and report back to the Commissioners at their next meeting. NB indicated another billing practice that might be considered; any buildings with over 10 units are payable at ½ cost for every unit over 10. The Commissioners to continue discussions at a future meeting after calculations of cost implications have been completed.

FM queried the possibility of a solar farm at Harbor Trace. Mr. Rafuse to look into the possibility and report back to the Commissioners.

**2.1.2 Water Superintendent Updates/Reports**

Superintendent Paul Rafuse informed the Commissioners; an invoice for the East Side Improvements debt was received from the Treasurer and asked it be

included in the bills payable warrant. The Commissioners unanimously agreed to add to the bills payable warrant.

Paul Rafuse informed the Commissioners; a coliform recording was collected during routine sampling. Additional tests to be performed to include an HPC test. Mr. Rafuse expressed concern as the Highland tank was just cleaned and as previously discussed; should have resolved the ongoing issue. Tom Mahana, Stantec Representative met with the Commissioners for continued discussion regarding testing procedures and sampling. Discussion included: testing process to be used to eliminate possible location of contamination; testing schedule and location; and chlorination.

#### 2.1.3 Office Administrator Updates/Reports

The Commissioners review the reports as attached.

#### 2.1.4 Review and Sign Bills Payable Warrants

The Commissioners reviewed and signed the bills payable warrants.

### III. ADJOURNMENT:

NB moved to adjourn the meeting at 6:50P.M. FM seconded. Unanimous vote.

Meeting minutes for July 9, 2012 voted to approve and release on \_\_\_\_\_, 2012.

## WATER COMMISSIONERS MEETING AGENDA

JULY 9, 2012 - 5:30P.M.

Water Department 540 Main Street, Meeting Room

### **IV. PRELIMINARIES:**

- 4.1 Call the meeting to order.
- 4.2 Roll call.
- 4.3 Chairman's additions or deletions.
- 4.4 Review/ Approve meeting minutes for June 25, 2012.

### **V. MEETING BUSINESS:**

- 5.1 Updates/Reports.
  - 5.1.1 Commissioners Updates/Reports
  - 5.1.2 Water Superintendent Updates/Reports
  - 5.1.3 Office Administrator Updates/Reports
  - 5.1.4 Review and Sign Bills Payable Warrants

### **VI. ADJOURNMENT:**