



TOWNSEND WATER DEPARTMENT
540 Main Street West Townsend, Massachusetts 01474

Michael MacEachern, Chairman
Paul L. Rafuse,
Water Superintendent

Nathan Mattila, Vice-Chairman

Todd Melanson, Clerk
(978) 597-2212

Email: water@townsend.ma.us

WATER COMMISSIONERS MEETING MINUTES
July 16, 2019 - 7:00 P.M.
Water Department 540 Main Street, Meeting Room

I. PRELIMINARIES:

- 1.1 MM called the meeting to order at 7:00 p.m. at 540 Main St
- 1.2 Roll call showed Members present: Chairman Michael MacEachern (MM), Vice-Chair Nathan Matilla (NM), and Todd Melanson (TM), Clerk and Interim Superintendent, Tom Orcutt (TO).
- 1.3 MM announced that the meeting is being audio recorded.
- 1.4 Chairman's additions or deletions. None
- 1.5 Review correspondence. None

II. APPOINTMENTS:

7:15 P.M. Brett King 65 Warren Rd.

III. MEETING BUSINESS:

- 3.1 Approve 1" service, Lois Lane, R&S EKC Development, Acct#61663. Rcvd \$2,000.00 CK# 663. **TM moved to approve 1" service, at Lois Lane, R&S EKC Development, Acct#61663. NM seconded. Unanimous vote.**
- 3.2 Discuss Brett King excavation work at 65 Warren Road. Members met with Brett King of Kings Corporation regarding the water main installation at 65 Warren Rd. MM explained to members the mix up of the need to install a new curb stop off the main. After some discussion, members agreed to honor the \$4,750 invoice since there was already a curb stop a little further up the road negating the need to install a new service. **NM moved to pay \$4,750 to King Corp, seconded by TM, unanimous vote.** Mr. King inquired about the cost for water service to a proposed renovation at his Scales Lane property.
- 3.3 Discuss West End Main Replacement Project. Tom Orcutt reported that Shepco proposed directional drilling with 12 inch HDPE pipe in and around the pumping station. Shepco is requesting to extend the same HDPE pipe an additional 400 feet before connecting with ductile iron at West Meadow Road. Old pipe will remain in the ground and will not to be used again. Shepco further requested directional drilling with HDPE for the total length of the project. It was not recommended as it would change the scope of project. HDPE pipe is good for under brooks, wetlands etc., but not as good as ductile iron pipe. **TM made a motion to allow Shepco to do the S curve with horizontal drilling with HDPE pipe out of the pumping station and to allow the additional 400 feet before connecting with ductile iron pipe at West Meadow. NM seconded. Unanimous vote.** TO noted that the project allowed for part-time Engineering oversight, TO is recommending full-time inspection services for approximately another \$20,000 - \$30,000. Members agreed it would prudent to expand the Engineering scope of services. **TM moved change scope of Inspection Services for Tighe and Bond from part-time to full-time for the West Main St Project. NM seconded. Unanimous vote.**
- 3.4 Meet with Interim Superintendent, Thomas Orcutt. Board members expressed their thanks for Mr. Orcutt for stepping in and helping out as Interim Superintendent. TM also requested the Board send a letter of thanks to both entities (Town of Groton & Townsend Selectmen) for allowing Tom to work with Townsend. TO noted that Lead and Copper sampling is coming up. Operators will need to check PH levels at various locations first. Discussion ensued regarding sampling criteria. Coliform readings are set just need a couple

of address changes before submitting to DEP. TO recommends chlorinating the water system. NM believes water takers should decide on chlorination perhaps as a non-binding recommendation unless DEP orders it. **NM moved that the Board submit a non-binding referendum question for Town Meeting to determine the course of action as far as the chlorination of the water system. MM seconded. Unanimous vote.** Todd questioned the work of Tighe and Bond. Perhaps it could be for discussion at a later meeting.

- 3.5 Discuss Police Detail at 52 Brookline Street – Water Department received an invoice from the Police Dept that was made out to Shepco for work that was done but should have been billed to Townsend Water Department. MM explained the nature of the work that was done. **MM moved to pay Police Department invoice inadvertently billed to Shepco. NM seconded. Unanimous vote.**

IV. COMMISSIONERS UPDATES AND REPORT:

- 4.1 Tighe & Bond. TO reported on the Meadow Rd project. All set with Conservation Commission. Ready to go in 2 weeks' time. HDPE pipe and fittings will be used. Old line will be capped in place

4.2 FOREMANS UPDATES AND REPORTS:

- 4.3 Discuss leak/repair at One Brookline Street. Service is leaking between curb and main. Work will be conducted to repair the leak. No DOT permit needed. TM discussed concerns about SCADA system. Requested Board to ask Homeland Security to do a site inspection for IT vulnerability. **TM move to accept the offer from EPA Region 1 to request a Homeland Cyber Security Audit. NM seconded. MM abstained, NM voted Aye, TM voted Aye. Motion passed 2-1.**

V. OFFICE ADMINISTRATOR'S UPDATES AND REPORTS:

- 5.1 Schedule next BOWC meeting.

- 6.1 **ADJOURNMENT:** NM moved to adjourn Water Commission meeting. MM seconded. Meeting adjourned at 8:25 p.m.

Respectfully submitted,

Theresa Walsh
Office Assistant

WATER DEPARTMENT MEETING

DATE July 16, 2019

NAME	ADDRESS	PH/EMAIL
Beth D King	79 Barbours Hill Dr	



Office of the
Townsend Water Department
540 Main Street
West Townsend, MA 01474
Tel: 978-597-2212
Fax: 978-597-5611

Application No. 2019-9
Account No. 61663
Date 5/29/2019

APPLICATION FOR WATER SERVICE

Name of Property Owner: KEN CHAPLIN-EKC DEVELOPMENT
Service Address: 4 LOIS LANE
TOWNSEND MA 01469
Tel No.: 978-815-6994 Cell No. _____
Billing Address:
(If different from service address): 6 BALL ROAD

Units (Check all that apply):

☒ Single Family (If Professional Bldg.) No. of Businesses _____
☐ Multi Family (Apartment Building) No. Apartments _____
☐ Hotel/Motel No. Rooms: _____

Type of Use (Check One): ☒ Residential ☐ Industrial
☐ Commercial/Business ☐ Municipal
☐ Agricultural

Check # 643

Is a sprinkler system required for fire protection? ☐ Yes ☒ No
If yes a proposed design plan of the system must be submitted including required flows, required pipe size, and size and backflow prevention device.

Is a flow test/s required? ☐ Yes ☒ No
If yes the owner will be billed separately at the current rate per flow test.

Is there an existing or proposed automatic lawn irrigation system? ☐ Yes ☒ No On separate well

Has a sketch or plot plan been provided showing the location of the septic system, automatic lawn irrigation system and any known or proposed additions to the existing building? ☒ Yes ☐ No *****Plot Plan Requested

I, the Owner understand this form is to be completed and all Fees, charges, and required documentation must be received before water service will be turned on. I also understand that I have from April 1st to November 1st of the same calendar year of the application date to complete the installation or this application shall be null and void and the Connection/System Development charge forfeited. In addition, I acknowledge receipt of the Townsend Water Department's current Rules and Regulations _____

Signature of Owner/Applicant [Signature] Date 7/1/19

BOARD OF WATER COMMISSIONERS

[Signature]
Chairman
[Signature]
Clerk

[Signature]
Vice Chairman
07/16/19
Date Signed by Board of Water Commissioners

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King's Material Corporation

PO Box 692
Townsend MA 01469**Invoice**

Invoice Date:	Invoice #:
1/28/2019	11242

Bill To:
Townsend Water Dept 540 Main St W. Townsend ma 01474

P.O. Number:	Due Date:	Project:
	1/28/2019	

65' Description	QTY	Rate	Amount
Water service for 55 Warren Rd			
Supply and install 1" PVC water line from water main to curb stop.	1	4,000.00	4,000.00
Extended Police detail do to reasons beyond our control.	1	750.00	750.00

Total	\$4,750.00
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Payments/Credits	\$0.00
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Balance Due	\$4,750.00
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Email: water@townsend.ma.us

May 7, 2019

Brett King
King's Material Corporation
P.O. Box 692
Townsend, MA 01469

Re: Payment Agreement

Dear Mr. King,

At the Board of Water Commissioners meeting held on May 6, 2019 Superintendent Rafuse brought to the Board's attention for consideration a proposal from you regarding costs the Water Department owes you for work you performed during the service installation at 65 Warren Road. It is the Board's understanding through your conversation with Superintendent Rafuse that you propose to construct a building on Scales Ln. for your business and that you plan on installing a sprinkler line. You inquired to Mr. Rafuse if there were any fees associated with the installation of the sprinkler line and Mr. Rafuse informed you that there is a \$3,000.00 connection fee. At that time you proposed to Mr. Rafuse if the Water Department would consider waiving the connection fee in lieu of the Water Department paying you for the service installation at 65 Warren Road.

After careful consideration the Board of Water Commissioners has approved your request upon both parties signatures to this agreement.

The undersigned parties representing the Townsend Water Department and King's Material Corporation agree that the Townsend Water Department will waive the \$3,000.00 Connection Fee for the installation of a sprinkler line to property owned by Brett King, President of King's Material Corporation on Scales Ln. in lieu payment of the remaining costs owed to King's Material Corporation by the Water Department associated with the work to install water service at 65 Warren road.

Mike MacEachern, Chairman Board of Water Commissioners

Date

Brett King, President King's Material Corporation

Date

THANK YOU FOR YOUR BUSINESS!

Townsend Police Department
Detail/Overtime Voucher

Employee: Jeff Noble

Detail/OT Assigned: Shepard Co.

Location/Comment: Cross & RT 13

Date Worked: 6-18-19

Hours Worked: 09:00 - 18:00 Total Hours: 9

Please Check if Applicable:

☒ Outside Detail

☐ Cruiser Used



Employee's Signature: Jeff Noble

Badge Number: 104

Supervisor: _____

