

We are happy to report that we were successful in killing an amendment to require water leak classification.

Thanks to all of you that reached out to your Senators and asked them to support the bill. Please be sure to follow up and thank them for their support of this important issue.

Thanks,

Jennifer Pederson

Executive Director

978-263-1388

This email was sent to prafuse@townsend.ma.us by mwwa@verizon.net

powered by  memberclicks

Massachusetts Water Works Association | PO Box 1064 | Acton, Massachusetts 01720 | United States

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From: Jennifer Pederson <mwwa@verizon.net>
To: prafuse@townsend.ma.us
Subject: Legislative Update—Water Infrastructure Legislation Advances

Yesterday, the Massachusetts Senate voted unanimously to pass a water infrastructure bill. This was an important step in the process, but the bill will not be law until the House of Representatives votes on it (we expect that they may not take the legislation up until after the budget is completed in May) and then the Governor would have to approve it. The main components of the bill are:

- Increasing the capacity of the SRF program by adding an additional \$50 million in capitalization to the Trust, which increases the Commonwealth's financial backing from \$88 million to \$138 million.
- Providing the opportunity for communities to receive less than 2% loans, or even principal forgiveness, if their projects meet certain requirements.
- Authorization for utilities to create a Water Bank or fee charged to new/expanded uses to be used to offset the increased withdrawal for projects that benefit the environment.
- Incentives to communities wanting to connect to MWRA or other regional water/wastewater systems with a 1:1 match on the entrance fee.
- Reimbursement to MWRA for its grant program to help their communities with inflow and infiltration removal.
- New definition and criteria for green infrastructure projects.
- Requirements for new/renovated irrigation systems to have interruption devices/moisture sensors.
- The Water Pollution Abatement Trust will now be referred to as the Clean Water Trust.

MWWA is co-leading a Water Infrastructure Alliance to push this bill forward and members of our Alliance were successful in getting several amendments into the bill.

- One would require an equivalent amount of grant money for I/I removal for communities outside MWRA.
- Best management practices guidelines were to be established by MassDEP and the Trust and now they will have to be done with outside stakeholder input.

Other amendments that were adopted:

- increased funding for technical support grants
- giving municipalities at local option to adopt a property tax surcharge to be used for infrastructure improvement
- allowing metering and conservation devices to be included within Energy Management contracts.



TOWN OF TOWNSEND WATER DEPARTMENT CREDIT CARD RETURNS FORM

DATE OF RETURN: _____

DATE OF CHARGE: _____

CREDIT CARD: _____

ACCOUNT#: _____

REASON/ITEMS RETURNED:

ITEMS RETURNED BY: _____
Name of employee/vendor

RECEIPT ATTACHED: YES [] NO []

AUTHORIZED BY:

Paul Rafuse, Water Superintendent

Date

3.3.2

FISCAL YEAR 14 SUMMARY
TOWNSEND WATER DEPARTMENT - ACCOUNTS RECEIVABLE
02/28/14

UNCOLLECTED FROM JUNE 30, 2013

85,753.55

CHARGED 07/01/13- 02/28/14

	2/28/2014	Previous Balance	Total
USER CHARGES	79.00	782,785.75	782,864.75
SERVICE CHARGES	331.44	17,908.80	18,240.24
CONNECTION CHARGES	0.00	12,000.00	12,000.00
LATE CHARGES	2,652.73	11,494.62	14,147.35
BACKFLOW	0.00	3,100.00	3,100.00
SUBTOTAL	3,063.17		
TOTAL CHARGES			

830,352.34

916,105.89

RECEIVED 07/01/13- 02/28/14

	2/28/2014		
USER CHARGES	56,752.14	701,432.65	758,184.79
SERVICE CHARGES	799.20	17,496.28	18,295.48
CONNECTION CHARGES	0.00	12,000.00	12,000.00
LATE CHARGES	2,762.35	11,944.29	14,706.64
BACKFLOW	0.00	3,150.00	3,150.00
SUBTOTAL	60,313.69		
TOTAL RECEIPTS			

806,336.91

SENT TO LIEN
LIENS COLLECTED
ABATEMENTS
ADJUSTMENTS
UNCOLLECTED

3,025.54

0.00

852.57

-670.87

106,561.74

916,105.89

OUTSTANDING:

USER CHARGES	\$	100,782.35	100,782.35
SERVICE CHARGES		1,937.31	
CONNECTION CHARGES		0.00	
LATE CHARGES		3,842.08	
BACKFLOW		0.00	
TOTAL OUTSTANDING	\$	106,561.74	



TOWN OF TOWNSEND Board of Water Commissioners

POLICY FOR USE OF CREDIT CARDS

POLICY: #01-2014
ISSUE DATE: February 10, 2014

I. TYPE OF CARDS ALLOWED:

- A. General Credit Cards (Master Card, Visa, Discover etc.) will not be allowed for Departmental Credit Cards.
- B. Vender specific Credit Cards (Lowes, Home Depot, Staples etc.) will be allowed.

II. TERMS OF USE:

- A. The billing address will be;
Townsend Water Department
540 Main Street
West Townsend, Ma., 01474
- B. The maximum limit (total) to be charged by Departmental Credit Card(s) is not to exceed \$6,000.00 per fiscal year.
- C. Only items for direct use of the Water Department in pursuing Water Department business will be charged on any Water Department Credit Card.
- D. No items for personal use by Water Department personnel will be charged on any Water Department Credit Card.
- E. ~~Departmental Credit Cards will not be used for the purchase of Clothing Allowance items or for the purchase of any Town or Union personnel benefit.~~

III. TERMS OF PAYMENT:

- A. The Department Credit Card(s) bill(s) will be placed on the first "bills payable warrant" after the bill is received. Late charges will not be tolerated.

IV. RETURNS:

- A. Any item charged on any Department Credit Card and returned to the vender will be explained on a "Returned Merchandise Form" which will contain the following information;
 - 1. The name of the Vender to which the item was returned
 - 2. The date of purchase and the date of the return
 - 3. The reason for the return of merchandise
- B. All Department Credit Card reimbursements will be made in the form of a credit to the Department Credit Card account.

V. LOSS OF USE:

- A. Using any Departmental Card to make personal purchases or items other than for the use of the Water Department.
- B. Incurring late charges

VI. CONTROLS:

- A. The Departmental Credit Card(s) will be the responsibility of the Water Department Superintendent and under his/her direct control which will include but not be limited to;
 - 1. Providing a safe and secure environment for the Departmental Credit Card(s) on the premises of the Water Department when not in use.
 - 2. Authorizing the use of Departmental Credit Card(s) by employees
 - 3. Regaining custody of the Departmental Credit Card(s) in a timely fashion after the use by an employee
 - 4. Keeping, in a secure place on the premises of the Water Department, a complete record of the information needed to report the loss of the Departmental Credit Card(s)
- B. The Superintendent must be prepared to explain any or all purchases made with the Departmental Credit Card(s).
- C. In case of the loss of a Departmental Credit Cards(s) the Superintendent will be responsible to report the loss to the vender immediately and to follow the Vendor's procedure for canceling the lost Departmental Credit Card(s) and the reissuing of a new Departmental Credit Card(s).
- D. If the Departmental Credit Card(s) are used near the end of a fiscal year the Superintendent will be responsible to see that funds are encumbered from the budget to cover the amount of the outstanding bill(s).

Accepted this tenth day of February 2014.

TOWNSEND BOARD OF WATER COMMISSIONERS

Niles Busler, Chairman

Fran McNamera, Vice-Chair

Andrea Wood, Clerk

3.33



TOWN OF TOWNSEND
BOARD OF WATER COMMISSIONERS
APPLICATION TO ABATE OR ADJUST CHARGES

Name: Wayne Thomas Account # 601464

Address: 192 Dudley Road

Phone # N/A Email Address N/A

Billing date N/A

AMOUNT: 150.00 ABATEMENT [] ADJUSTMENT [☒] (check one)

REQUESTED BY: CUSTOMER [] OFFICE [] OTHER [☒] - if other please explain below:

Reasons: (please attached supporting documentation if applicable)

Returned for NSF

120.55 U&T
29.45 4C

APPROVED [] DENIED [] (check one)

DATE: _____

TOWNSEND BOARD OF WATER COMMISSIONERS

[Signature]

[Signature]

[Signature]



TOWNSEND WATER DEPARTMENT
 540 Main Street West Townsend, Massachusetts 01474

Niles Busler, Chairman
 Paul L. Rafuse,
 Water Superintendent

Francis McNamara, Vice-Chairman

Andrea Wood, Clerk
 (978) 597-2212
 Fax (978) 597-5611

NO. 14-11
2/28/2014

SCHEDULE OF BILLS RECEIVABLE

To the Accountant:
 Treasurer:

The following bills, amounting in the aggregate to

FOUR HUNDRED TEN AND 44/100***** Dollars

are herewith committed for collection.

<u>DATE</u>	<u>USER CHARGES</u>	<u>SERVICE CHARGES</u>	<u>CONN CHARGES</u>	<u>BACK FLOW</u>
02/28/14	79.00	331.44	0.00	

BOARD OF WATER COMMISSIONERS

Niles Busler, Chairman

Fran McNamara, Vice-Chairman

Andrea Wood, Clerk

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ABATEMENTS

852.57

ADJUSTMENTS

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UNCOLLECTED

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Townsend Water Department

3/5/2014

540 Main Street West Townsend MA 01474 PH: 978-597-2212

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CUSTOMER HISTORY 03/31/2000 to 04/01/2014

Acct: 1870 SMITH WAYNE Home:978 597-2945

14 CEDAR CIRCLE TOWNSEND MA 01469 Current Balance: \$27.58 ACTIVE

Loc ID: 1870 @ 14 CEDAR CIRCLE TOWNSEND

Rte: 1 Seq.# 2380 Mtr S/N: 0000000000 Dep:\$0.00

Date	Code	Description	Previous	Present	Used	Charge	Payment	Balance
4/1/2014	WATR	Read on 03/05/2014 (X1000)	665	662				2.08
4/1/2014	WATR	Read on 03/05/2014 (X1000)				-12.00		-9.92
4/1/2014	WR	Unit Charge				37.50		27.58

Townsend Water Department

3/5/2014

540 Main Street West Townsend MA 01474 PH: 978-597-2212

8

CUSTOMER HISTORY 03/31/2000 to 04/01/2014

Acct: 1870 SMITH WAYNE Home:978 597-2945
14 CEDAR CIRCLE TOWNSEND MA 01469 Current Balance: \$27.58 ACTIVE
Loc ID: 1870 @ 14 CEDAR CIRCLE TOWNSEND
Rte: 1 Seq.# 2380 Mtr S/N: 0000000000 Dep:\$0.00

Date	Code	Description	Previous	Present	Used	Charge	Payment	Balance
5/10/2013	DEMAN	Added on 5/9/2013				1.00		149.65
5/10/2013	LAT	Added on 5/9/2013				2.05		151.70
5/14/2013	WATR	Check For \$147.64					105.07	46.63
5/14/2013	WR	Check For \$147.64					37.50	9.13
5/14/2013	LAT	Check For \$147.64					4.07	5.06
5/14/2013	DEMAN	Check For \$147.64					1.00	4.06
7/1/2013	WATR	Read on 05/31/2013 (X1000) RemMR	623	635	12	48.00		52.06
7/1/2013	WR	Unit Charge				37.50		89.56
8/6/2013	DEMAN	Added on 8/6/2013				1.00		90.56
8/6/2013	LAT	Added on 8/6/2013				1.19		91.75
8/20/2013	WR	Check 2722 for \$89.56					37.50	54.25
8/20/2013	WATR	Check 2722 for \$89.56					49.87	4.38
8/20/2013	DEMAN	Check 2722 for \$89.56					1.00	3.38
8/20/2013	LAT	Check 2722 for \$89.56					1.19	2.19
9/11/2013	WorkOrd	2014-51 Get reading						2.19
9/16/2013	Commen	Estimated Bill [entered by FRONTOFFICE]						2.19
10/1/2013	WATR	Read on 09/16/2013 (X1000) Edited 09/16/13	635	655	20	80.00		82.19
10/1/2013	WR	Unit Charge				37.50		119.69
11/4/2013	LAT	Added on 11/4/2013				1.65		121.34
11/4/2013	DEMAN	Added on 11/4/2013				1.00		122.34
12/5/2013	LAT	Added on 12/5/2013				1.65		123.99
12/13/2013	WR	Check BC for \$119.69					75.00	48.99
12/13/2013	WATR	Check BC for \$119.69					40.39	8.60
12/13/2013	DEMAN	Check BC for \$119.69					1.00	7.60
12/13/2013	LAT	Check BC for \$119.69					3.30	4.30
12/24/2013	Commen	Estimated Reading [entered by ComputerName]						4.30
1/1/2014	WATR	Read on 12/24/2013 (X1000) Edited 09/16/13	655	665	10	40.00		44.30
1/1/2014	WR	Unit Charge				37.50		81.80
2/6/2014	LAT	Added on 2/6/2014				1.08		82.88
2/6/2014	DEMAN	Added on 2/6/2014				1.00		83.88
2/20/2014	WATR	Check 2855 for \$81.80					79.72	4.16
2/20/2014	DEMAN	Check 2855 for \$81.80					1.00	3.16
2/20/2014	LAT	Check 2855 for \$81.80					1.08	2.08
2/28/2014	WorkOrd	2014-308 APPOINTMENT: MARCH 4, 2014 AT 11AM - replace transponder and/or meter tops						2.08

WORKORDER

2014-306

Townsend Water Department

Issued 02/28/2014 By Carolyn

To Mike/Jim

Projected Completion Date NOT SET

Customer 1870 SMITH WAYNE

Location 14 CEDAR CIRCLE Rte:1 Seq:2380

Meter S/N 1870 LAST READING: 665

Description

Comment APPOINTMENT: MARCH 4, 2014 AT 11AM - replace transponder and ~~1/2~~ meter tops

Requested By

Inspected By

Approved By

Job Code Description

\$0.00

OLD READING 0662

NEW

Meter Reading 0Meter Make HARTLEY

NEW

Meter S/N 07916543Meter Size 5/8

IRON ID # 3537.5123



**TOWN OF TOWNSEND
BOARD OF WATER COMMISSIONERS
APPLICATION TO ABATE OR ADJUST CHARGES**

Name: Wwayne Smith Account # 1870

Address: 14 Cedar Circle

Phone # 597-2945 Email Address _____

Billing date 4-1-14

AMOUNT: (\$12.-) ABATEMENT ☒ ADJUSTMENT ☐ (check one)

REQUESTED BY: CUSTOMER ☐ OFFICE ☒ OTHER ☐ - if other please explain below:

Reasons: (please attached supporting documentation if applicable)

\$12.- credit applied - user
Estimated bill to high / meter change-out
applied to April, 2014

APPROVED ☒ DENIED ☐ (check one)

DATE: March 17, 2014

TOWNSEND BOARD OF WATER COMMISSIONERS

[Signature]

[Signature]

Andrea R. Hood

3/11/2014

Townsend Water Department

540 Main Street West Townsend MA 01474 PH: 978-597-2212

2

CUSTOMER HISTORY 01/10/2012 to 03/06/2014

Acct: 5590A RICK LAMARRE & SON INC. Home:(603) 635-4557
 16 PULPIT ROCK ROAD SUITE 1 PELHAM NH 03078 Current Balance: \$67.35 INACTIVE
 Loc ID: 5590A-5590 @ 10 ALYSSA DRIVE TOWNSEND
 Rte: 1 Seq.# 5860 Mtr S/N: 07916526 Dep:\$0.00

Date	Code	Description	Previous	Present	Used	Charge	Payment	Balance
12/24/2013	Commen	Estimated left at 4 should be credit [entered by ComputerName]						0.00
1/1/2014	WATR	Read on 12/24/2013 (X1000) Edited 12/24/13	4	4				0.00
1/1/2014	WR	Unit Charge				37.50		37.50
1/24/2014	WR	Check 11643 for \$37.50					37.50	0.00
3/3/2014	WATR	Read on 03/03/2014 (X1000)	4	5	1	4.00		4.00
3/3/2014	WR	Final Bill				37.50		41.50
3/3/2014	SERV	SERVICE CHARGES Final Reading Charge Added as Other Single Charge				25.00		66.50
3/6/2014	LAT	Added on 3/6/2014				0.85		67.35



**TOWN OF TOWNSEND
BOARD OF WATER COMMISSIONERS
APPLICATION TO ABATE OR ADJUST CHARGES**

Name: Rick Lamarre Account # 5590A

Address: 16 Pulpit Road Pelham NH

Phone # 603-635-4557 Email Address _____

Billing date 3-6-14

AMOUNT: .85 ABATEMENT ☐ ADJUSTMENT ☒ (check one)

REQUESTED BY: CUSTOMER ☐ OFFICE ☒ OTHER ☐ - if other please explain below:

Reasons: (please attached supporting documentation if applicable)

Billing Error .85 in Late Charges (see attached)

APPROVED ☐ DENIED ☐ (check one)

DATE: _____

TOWNSEND BOARD OF WATER COMMISSIONERS

[Signature]

[Signature]

[Signature]

WATER DEPARTMENT MEETING

DATE: March 17, 2014

NAME	ADDRESS	PH/EMAIL
Karen Chapman	Town Hall	kchapman@hotmail.com



TOWNSEND WATER DEPARTMENT
540 Main Street West Townsend, Massachusetts 01474

Niles Busler, Chairman
Paul L. Rafuse,
Water Superintendent

Francis McNamara, Vice-Chairman

Andrea Wood, Clerk
(978) 597-2212
Fax (978) 597-5561

WATER COMMISSIONERS MEETING AGENDA
MARCH 17, 2014 - 5:30P.M.
Water Department 540 Main Street, Meeting Room

I. PRELIMINARIES:

- 1.1 Call the meeting to order.
- 1.2 Roll call.
- 1.3 Chairman's additions or deletions.
- 1.4 Review/ Approve meeting minutes for January 22, 2014 and February 10, 2014.

II. APOINTMENTS:

- 2.1 5:45P.M. Linda Giardina, RE: Water Leak Abatement -Cancelled
- 2.2 6:00 P.M. Karen Chapman RE: Update-Green Communities Grant

III. MEETING BUSINESS:

- 3.1 Commissioners Updates/Reports
- 3.2 Discuss/Review/Vote RE: Clarification on credit card policy.
- 3.3 Water Superintendent Updates/Reports
 - 3.21 Legislative updates.
- 3.4 Office Updates/Report.
 - 3.4.1 Sign February 2014 Schedule of Bills Receivable Report.
 - 3.4.2 Review February 2014 Accounts Receivable Report.
 - 3.4.3 Approve Adjustment for account#61466 in the amount of \$150.00 User Fees, returned for NSF
 - 3.4.4 Approve Abatement for acct# 4700 in the amount of \$56.00, user fees, RE: Estimated bill to high.
 - 3.4.5 Approve adjustment for account #5590A in the amount of \$.85, RE: Billing Error.
 - 3.4.6 Review Appropriation balance report.
- 3.5 Review and Sign Bills Payable Warrants

IV. ADJOURNMENT:

ADJOURNMENT:

Mr. Busler moved to adjourn at 7:25 P.M., seconded by Mrs. Wood, the vote was unanimous in favor of the motion.

Rafuse said that it was on their deeds. It was decided to review all Water Department properties to see that they are properly recorded in the Assessors office.

III. MEETING BUSINESS:

- III.1 Commissioners Updates/Reports Mr. Rafuse was asked about about "Snap It." He explained that they weighed the brass and are working with Stiles who in turn credited our account with the money for the surplus. Mr. Busler asked for the receipts for the transaction. Mr. Rafuse said that he would email them to the Commissioners.
- III.2 Discuss/Review/Vote RE: Clarification on credit card policy – A part of a sentence in Section E of TERMS OF USE will be deleted, "or for the purchase of any Town or Union personnel benefit." will no longer appear in the policy.
- III.3 Water Superintendent Updates/Reports
- III.4 3.21 Legislative updates – See attached
- III.5 Office Updates/Report.
 - III.5.1 Sign February 2014 Schedule of Bills Receivable Report – Mrs. Wood moved to sign the bills receivable report out of session, seconded by Mr. McNamara, the vote was unanimous in favor of the motion.
 - III.5.2 Review February 2014 Accounts Receivable Report.
 - III.5.3 Approve Adjustment for account#61466 in the amount of \$150.00 User Fees, returned for NSF – Mr. McNamara moved to approve the adjustment to account #61466 in the amount of \$150.00, seconded by Mrs. Wood, the vote was unanimous in favor of the motion.(see attached)
 - III.5.4 Approve Abatement for acct# 4700 in the amount of \$56.00, user fees, RE: Estimated bill to high – Mr. McNamara moved to abate account #4700 in the amount of \$56.00, seconded by Mrs. Wood, the vote was unanimous in favor of the motion.(see attached)
 - III.5.5 Approve adjustment for account #5590A in the amount of \$.85, RE: Billing Error – Mr. McNamara moved to adjust account #5590A in the amount of \$.85, seconded by Mrs. Wood, the vote was unanimous in favor of the motion. (see attached)
 - III.5.6 Review Appropriation balance report.
 - III.5.7 Review and Sign Bills Payable Warrants – Mrs. Wood moved to sign the warrant out of session, seconded by Mr. McNamara, the vote was unanimous in favor of the motion.



Telephone (978) 597-2212
FAX (978) 597-5611

TOWNSEND WATER DEPARTMENT

540 Main Street West Townsend, Massachusetts 01474

Niles Busler, Chairman
Paul L. Rafuse,
Water Superintendent

Francis McNamara, Vice-Chairman

Andrea Wood, Clerk
(978) 597-2212
Fax (978) 597-5561

WATER COMMISSIONERS MEETING AGENDA

MARCH 17, 2014 - 5:30P.M.

Water Department 540 Main Street, Meeting Room

I. PRELIMINARIES:

- I.1 Call the meeting to order – Mr. Busler called the meeting to order at 5:35 P.M. in the Water Department meeting room at 540 Main St., West Townsend
- I.2 Roll call – Mr. McNamara, Mr. Busler and Mrs. Wood were present. Guests included Mr. MacEachern, Mrs. Boudreau, Superintendent Rafuse and Mrs. Karen Chapman
- I.3 Chairman's additions or deletions – The Chairman had two (2) additions to the Agenda: 1. An application from Peter Lovis for service at 50 Dudley Rd., all fees have been paid. Mr. McNamara moved to grant the application, seconded by Mrs. Wood, the vote was unanimous in favor of the motion. (see attached) 2. An abatement for #1870 for \$12.00. Mr. McNamara moved to grant the abatement, seconded by Mrs. Wood, the vote was unanimous in favor of the motion.(see attached)
- I.4 Review/ Approve meeting minutes for January 22, 2014 and February 10, 2014. Mr. McNamara moved to approve the minutes from January 22nd and February 10th, seconded by Ms. Wood, the vote was unanimous in favor of the motion.

II. APOINTMENTS:

- II.15:45P.M. Linda Giardina, RE: Water Leak Abatement - Canceled
- II.26:00 P.M. Karen Chapman RE: Update-Green Communities Grant – Mrs. Chapman presented a packet of graphs showing Department energy use. (see attached) She explained the grant and application process. (see attached) At the Cross St. Well a VFD will be installed and a small motor to run it and at the Main St. Well two (2) VFDs will be installed along with two (2) motors to run them. The project is anticipated to be in place a year from this June. The project was discussed enthusiastically and everyone agreed that this was a boon for the Water Department. Mrs. Wood asked her to explain about the Harbor Trace Well site, she said that the Assessor's do not list the Water Department as the owners. Mr.