

BOARD OF WATER COMMISSIONERS' MEETING  
DECEMBER 13, 2010  
5:30 P.M.

MEMBERS PRESENT: Jack Caten, Niles Busler and Fran McNamara.

GUESTS PRESENT: Supt. Paul Rafuse, William Place and Brenda Boudreau-clerk.

Jack opened the meeting at 5:47 p.m.

The Board voted unanimously to accept the minutes of November 8, 2010.

The Board reviewed the payroll warrants totaling \$21,053.35.

The Board reviewed and signed the warrants totaling \$53,565.61.

**NEW BUSINESS:**

1. Paul submitted the proposed 2012 budget for review. Paul explained that there were some increases to the budget. Niles questioned as to why there was an increase to the debt service. Paul explained that we are still paying on the bond for the pump station and water main improvements. Paul explained that the intermunicipal agreement is now included in the budget per Kim. There was also some increases in the operating budget in anticipation of the SCADA system installation and the other is the backflow testing is now included even though it's a wash. Niles would like to create an income line item showing the funds coming in and going out. Paul has also submitted the budget with a 2.5% raise for employees. **It was tabled for review.**

2. Brenda presented the Board with the following abatements:

# 60538	4 Oak Street	150.00 FY11	4.18 late	154.18 total
# 60243	50 New Fitchburg Rd	75.00 FY11		75.00 total
# 61238	59 Spaulding St		4.83 late	4.83 total
# 60940	144 Main Street		6.34 late	6.34 total
# 2630	18 Balsam Street		16.97 late	16.97 total

**DECISION: The Board voted unanimously to abate the above mentioned accounts**

3. Brenda presented the Board with the November's 2010 Appropriation balance report.
4. Paul reviewed some of the recommendations from the recent DEP Sanitary Survey.
  - Alarms and controls to prevent overfeed of chemicals. We test the alarms but she suggested log books.
  - The claimed that we had not turned in our monthly sample reports since 2007. Paul copied all missing reports and mailed the promptly.
  - Request a cross connection control program upgrade. Paul is waiting for clearer instructions.

- Master plan should be updated. Paul explained that we had an update performed in 2003.
- DEP is requesting day tanks at the pumping stations. Paul reported that installing these tanks would be at a substantial cost.
- Recoating the tanks where there is surface rust.
- Have a hard copy of the emergency response plan available.
- More protective equipment at the Witches Brook stations.
- Requesting installation of a chain link fence around the Highland Street tank.
- Paul spoke to Mike and Jim about filling out maintenance logs.
- Emergency phone numbers posted at the stations.
- Fix the problem with the alarm system at Harbor Trace.
- Have a rate study performed.

Paul reported that most of the items have since been corrected.

5. Paul presented a request from Johanna Bruce for a bill reduction. She was trying to not go through her insurance company because the patrolman on duty had misled her by saying that it shouldn't be too expensive. After receiving the bill that was over \$3,000.00 she called Paul asking for a reduction. Paul was asked to bring the matter to the board.

**DECISION: The Board voted unanimously to approve the bill of \$3,226.90 as submitted.**

6. William Place, 6 Ponderosa Drive discussed with the Board his concerns about the recent water quality and his unusually high bill. After a lengthy discussion the Board decided to have Paul go back to the house and test the toilet for leaks if needed we will replace the meter at no cost to the homeowner. Mr. Place will contact us to make an appointment.

**DECISION: The Board voted unanimously to send Paul over to check the plumbing and if the plumbing is not at fault we will replace the meter at no charge.**

7. Fran requested Paul give the Board a proposal of what we need to go to quarterly meter reading.

#### **OLD BUSINESS:**

1. Paul did not have enough information on the proposed water use restriction by-law. **It was tabled.**
2. Paul discussed the implementation of the SCADA system. A complete SCADA system will cost \$180,000.00. Paul summarized the last meeting with the Woodwind and Curran and Kim Fales for the Board, with the recent transfers into system enhancements and the SRF revolving fund she felt that we did not need to go out to bid because we would have enough funds to cover the cost of the system. Fran feels that by using this firm it will be done right the first time. Paul said the results of the radio path survey turned out great.

**DECISION: The Board voted to sign the design draft from Woodward and Curran at the warrant signing meeting contingent on approval from town counsel and final asbuilts specifications.**

**The Board would like Paul to investigate the probability of retaining our own counsel.**

3. Paul presented the Board with the warrants for pay estimate 2&3 (Energy Efficiency SRF Grant Funds DEP) Paul summarized the results for the board.
4. Paul presented to the Board a selling price from Attorney Arthur Santos, representing Arnold Moge's property located at 107 Fitchburg Road. Paul reported that Attorney Santos called him to inform him that his client Mr. Moge is considering selling his property for \$30,000.00. Paul printed out the information on the town assessors office which indicated that the property is valued at \$26,900.00 the land was valued at \$8,800.00. The Board feels that the house has no value since it has been landlocked and abandoned for years and the costs for removing the structure would be expensive. The Board wants Paul to send a letter to Attorney Santos with the original offer of \$5,000.00.

The Board's next scheduled warrant meeting is Monday, December 27, 2010.  
The Board's next scheduled meeting is Monday, January 10, 2011.

Jack adjourned the meeting at 7:28 p.m.

Respectfully submitted,

Brenda Boudreau-clerk