



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

Michael MacEachern, Chairman

Niles Busler, Vice-Chairman

Nathan Mattila, Clerk

Paul L. Rafuse,  
Water Superintendent

(978) 597-2212  
Fax (978) 597-5561

**WATER COMMISSIONERS MEETING MINUTES**

November 10, 2014 - 5:30P.M.

Water Department 540 Main Street, Meeting Room

**I. PRELIMINARIES:**

- 1.1 MM called the meeting to order at 5:50 P.M. at 540 Main Street.
- 1.2 Roll call showed Members present Chairman, Michael MacEachern and Clerk, Nathan Mattila. Niles Busler was absent. Guest Present: Robert Flagg, Paul Rafuse, James Blanchard and Brenda Boudreau
- 1.3 MM announced that the meeting is being tape recorded
- 1.4 Chairman's additions or deletions. None
- 1.5 NM made a motion to approve meeting minutes of October 6, 2014. MM seconded. Unanimous vote.
- 1.6 The Board reviewed the correspondence. The Board asked Paul to review and send his comments where needed.

**II. APPOINTMENTS:**

- 2.1 6:00 PM, Robert Flagg, President East National Water LLC. Discuss completing work to install remaining radio frequency meter reading transmitters and perform repairs on several others after contract completion date has expired. After a lengthy discussion we agreed to help with calling the customers asking them to make an appointment. Brenda and Mike marked Bob's list with all the businesses and seasonal accounts. Brenda will try to get a list of vacant homes when she is making calls. The Board did not want to set any fines to the homeowners at this time.

**III. MEETING BUSINESS:**

- 3.1 The Board discussed one time late charge adjustment to Acct #61460, Atwood Acres, 66 Dudley Road \$43.56 late charge. **NM made a motion to deny the request to waive the late fee. MM seconded.**
- 3.2 Approve abatement for #2850, Annette Mercier 18 Chestnut Drive \$324.00 user charges RE meter malfunction. **NM made a motion to approve the abatement for account #2850, in the amount of \$324.00. MM seconded.**
- 3.3 Approve adjustment #60446 Randy Riggins, 319 Main St 206.36 User and 3.95 Late charge totaling \$210.31 RE: NSF **NM made a motion to approve the adjustment totaling \$206.36. MM seconded.**
- 3.4 Approve 1" service # 61657, John Araujo, 23 Shirley Road.
- 3.5 Approve 1" service # 5510, HD Industrial Way, 12 Alyssa Drive.
- 3.6 Approve 1" service # 5520, HD Industrial Way, 16 Alyssa Drive.  
**NM made a motion to approve 1" service to 12 Alyssa Drive, 16 Alyssa Drive and 23 Shirley Road. MM seconded.**
- 3.7 Paul reviewed the additions to the Capital Plan projects list. Mike suggested that we add three additional generators for emergencies. Paul will add to the FY16 plan. **NM made a motion to approve the FY 15 Capital Plan. MM seconded.**

- 3.8 Review/Discuss/ Approve proposal to install either GridBee or Pax mixing system at Fitchburg Rd. Storage Tank. **NM made a motion to accept the bid from Gridbee in the amount of \$25,001.00, Less \$8,500 by omitting the portable disinfecting system. (The Board feels that will be taking care of when the permanent UV lights are installed at the tanks.) MM seconded.**
- 3.9 Vote to transfer certified free cash amount totaling \$312,086.00 to account #061.400.5012-System Enhancement. **NM made a motion to transfer \$312,086.00 in free cash to #061.100.5012 System Enhancement. MM seconded.**
- 3.10 The Board reviewed and agreed with the accounts to be sent to lien.
- 3.11 Discuss account #3750, 76 Maplewood Drive. RE: Board of Health recommendation. The Board agreed to send to lien as planned.
- 3.12 Paul reviewed the informal proposal to install UV protection at storage tanks at a cost of approximately \$269,000.00 per tank.

**IV. COMMISSIONERS UPDATES AND REPORTS.**

4.1 None

**V. WATER SUPERINTENDENTS UPDATES AND REPORTS.**

- 5.1 Paul reported on the Highland St. Tank testing results. It is still having periodic bacteria hits.
- 5.2 Radio Frequency Transmitter Installation Project: Discuss action taken due to the contractor not completing the work by the project completion date. The matter has been discussed with the owner Bob Flagg and we are currently working on a resolution.

**VI. OFFICE UPDATES AND REPORTS.**

- 5.4 The Board Signed Bills Payable Warrants out of session.
- 5.5 The Board reviewed payroll.
- 5.6 The Board reviewed and signed October 2014 Schedule of Bills Receivable report.
- 5.7 The Board reviewed October 2014 Accounts Receivable report.
- 5.8 The Board reviewed October 2014 Appropriation Balance report.

**VII. ADJOURNMENT:**

Nm made a motion to sign Bills payable warrant out of session.

MM adjourned the meeting at 7:40 P.M.

Respectfully submitted,



Brenda Boudreau  
Office Administrator

|                         |     |                      |            |           |            |           |           |           |                     |
|-------------------------|-----|----------------------|------------|-----------|------------|-----------|-----------|-----------|---------------------|
| CULOTTA CARRIN          | 449 | MAIN STREET          | 2/19/2014  | 4/8/2014  | 10/10/2014 |           | 4/28/2014 | 5/20/2014 | 5/29/2014           |
| SHEPHERD GARY           | 455 | MAIN STREET          | 2/19/2014  | 4/8/2014  | 10/10/2014 | 5/12/2014 | 4/25/2014 |           |                     |
| AMERICAN LEGION HALL    | 458 | MAIN STREET          | 2/19/2014  | 4/8/2014  | 10/10/2014 |           | 5/2/2014  |           |                     |
| STOKES RONALD           | 465 | MAIN STREET          | 2/19/2014  | 4/8/2014  | 10/10/2014 | 5/12/2014 | 4/28/2014 |           |                     |
| MARCINKOWSKI BRIAN      | 472 | MAIN STREET          | 2/19/2014  | 4/8/2014  | 10/10/2014 |           | 5/2/2014  | 5/29/2014 | 6/2/2014            |
| COLLINS CRYSTAL         | 478 | MAIN STREET          | 2/19/2014  | 4/8/2014  | 10/10/2014 |           | 5/2/2014  | 5/22/2014 | 5/29/2014           |
| CRAVEN KYM              | 486 | MAIN STREET          | 2/19/2014  | 4/8/2014  | 10/10/2014 |           | 5/1/2014  | 5/22/2014 |                     |
| KELLEY KING             | 493 | MAIN STREET          | 2/19/2014  | 4/8/2014  | 10/10/2014 |           | 4/29/2014 | 5/20/2014 | 5/29/2014           |
| WHITTERMORE CARLENE     | 494 | MAIN STREET          | 2/19/2014  | 4/8/2014  | 10/10/2014 | 7/25/2014 | 5/2/2014  | 6/20/2014 |                     |
| ARSENAULT REGINALD      | 520 | MAIN STREET          | 2/19/2014  | 4/23/2014 | 10/10/2014 | 7/25/2014 | 5/2/2014  |           |                     |
| SHEPHERD GLEN           | 53  | MAIN STREET          | 2/19/2014  | 4/23/2014 | 10/10/2014 | 5/12/2014 | 4/25/2014 |           |                     |
| MILLS APRIL             | 539 | MAIN STREET          | 2/19/2014  | 4/23/2014 | 10/10/2014 | 7/25/2014 | 4/29/2014 | 5/20/2014 | 5/29/2014           |
| LeCUYER RALPH P.        | 547 | MAIN STREET          | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 4/29/2014 | 5/20/2014 | 5/30/2014           |
| SHEPHERD ROY D.         | 59  | MAIN STREET          | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 4/25/2014 |           |                     |
| KAO WILLIAM             | 81  | MAIN STREET          | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 5/2/2014  | 5/22/2014 | 6/2/2014            |
| COLLINS ROBERT          | 85  | MAIN STREET          | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 5/2/2014  | 5/22/2014 | 6/2/2014            |
| DICKERSON JOHN H.       | 86  | MAIN STREET          | 2/19/2014  | 4/23/2014 | 10/10/2014 | 5/12/2014 | 5/2/2014  | 5/22/2014 | 5/30/2014           |
| DICKERSON JOHN H        | 88  | MAIN STREET          | 2/19/2014  | 4/23/2014 | 10/10/2014 | 5/12/2014 | 5/2/2014  | 5/22/2014 | 5/30/2014           |
| HAGAR PHILLIP           | 91  | MAIN STREET          | 2/19/2014  | 4/23/2014 | 10/10/2014 | 7/25/2014 | 5/6/2014  | 5/20/2014 | 6/17/2014           |
| HAMILTON WILLIAM        | 93  | MAIN STREET          | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 5/6/2014  | 5/22/2014 | 5/30/2014           |
| SHEPHERD ROY            | 54  | MAIN STREET(AUTO BOI | 2/19/2014  | 4/23/2014 | 10/10/2014 |           |           |           |                     |
| WILKINS CHARLES         | 155 | MAIN STREET(HOUSE)   | 2/19/2014  | 4/23/2014 | 10/10/2014 | 5/12/2014 | 6/17/2014 |           |                     |
| M & MS REALTY, LLC      | 26  | MAIN STREET(PATRIOT) | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 5/6/2014  | 5/22/2014 | 5/30/2014           |
| WILKINS CHARLES         | 161 | MAIN STREET(STAND)   | 2/19/2014  | 4/23/2014 | 10/10/2014 | 5/12/2014 | 6/17/2014 |           |                     |
| BRUNO DEBRA M.          | 14  | MAPLE STREET         | 1/31/2014  | 4/23/2014 | 10/10/2014 |           | 4/7/2014  | 5/22/2014 | 5/30/2014           |
| CHAMPAGNE GEORGE A.     | 4   | MAPLE STREET         | 1/31/2014  | 4/8/2014  | 10/10/2014 |           | 4/4/2014  | 5/22/2014 | 6/19/2014           |
| GRIMLEY MICHAEL         | 8   | MAPLE STREET         | 1/31/2014  | 4/23/2014 | 10/10/2014 | 5/12/2014 | 4/4/2014  | 6/19/2014 |                     |
| HUNT DONALD J.          | 33  | MASON ROAD           | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 2/20/2014 | 5/9/2014  | 5/30/2014           |
| BITTNER KEVIN           | 43  | MASON ROAD           | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 2/19/2014 | 4/30/2014 | 5/28/2014           |
| HUSSEY SHIRLEY A.       | 56  | MASON ROAD           | 12/23/2013 | 3/26/2014 | 10/10/2014 | 5/12/2014 |           |           |                     |
| GRILLO KATHY            | 73  | MASON ROAD           | 12/23/2013 | 3/26/2014 | 10/10/2014 | 5/12/2014 | 2/19/2014 | 6/19/2014 |                     |
| CORWIN JOHN             | 75  | MASON ROAD           | 12/23/2013 | 3/26/2014 | 10/10/2014 | 5/12/2014 | 2/19/2014 |           |                     |
| GIRARD RANDY S.         | 80  | MASON ROAD           | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 2/19/2014 | 4/30/2014 | 5/28/2014           |
| ARCHAMBAULT EILEEN      | 82  | MASON ROAD           | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 2/19/2014 | 4/30/2014 | 5/28/2014 6/19/2014 |
| PAJARI NAOMI            | 83  | MASON ROAD           | 12/23/2013 | 3/26/2014 | 10/10/2014 | 5/12/2014 | 2/19/2014 | 6/19/2014 |                     |
| MacKENZIE DARRELL       | 90  | MASON ROAD           | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 2/19/2014 | 5/9/2014  | 5/30/2014           |
| MURPHY KATHLEEN         | 43  | MEADOW ROAD          | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 2/20/2014 | 5/9/2014  | 5/30/2014           |
| TOWNSEND-ASHBY YOUTH B, | 13  | NEW FITCHBURG ROAD   | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 5/7/2014  | 5/22/2014 | 6/2/2014            |
| COATES KEVIN & DANIELLE | 44  | NEW FITCHBURG ROAD   | 2/19/2014  | 4/8/2014  | 10/10/2014 | 5/12/2014 |           |           |                     |
| RICHARD RHONDA          | 48  | NEW FITCHBURG ROAD   | 2/19/2014  | 4/8/2014  | 10/10/2014 |           | 5/7/2014  | 5/22/2014 | 5/30/2014           |
| BOOTHBY BARBARA         | 110 | OLD MEETING HOUSE R  | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 2/20/2014 | 5/9/2014  | 5/30/2014           |
| MONTGOMERY RONALD D.    | 14  | OLD MEETINGHOUSE R   | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 2/20/2014 | 5/9/2014  | 6/2/2014            |
| JASTRAB ANDREW          | 17  | OLD MEETINGHOUSE R   | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 5/7/2014  | 5/22/2014 | 6/2/2014            |
| SHANNON JAMES P.        | 32  | OLD MEETINGHOUSE R   | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 2/20/2014 | 5/9/2014  | 6/2/2014            |
| KENNEALLY PATRICIA      | 7   | OLD MEETINGHOUSE R   | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 2/24/2014 | 5/9/2014  | 6/2/2014            |
| SEAN TOCCI              | 108 | OLD TURNPIKE ROAD    | 1/31/2014  | 4/23/2014 | 10/10/2014 |           | 2/24/2014 | 5/9/2014  | 6/2/2014            |

|                       |     |                     |            |           |            |           |           |           |           |
|-----------------------|-----|---------------------|------------|-----------|------------|-----------|-----------|-----------|-----------|
| PICARD LIONEL J.      | 112 | OLD TURNPIKE ROAD   | 1/31/2014  | 4/23/2014 | 10/10/2014 |           | 4/7/2014  | 5/22/2014 | 6/2/2014  |
| ANDERSON ERIC         | 116 | OLD TURNPIKE ROAD   | 1/31/2014  | 4/23/2014 | 10/10/2014 | 5/12/2014 |           |           |           |
| McDOWELL ERIC         | 118 | OLD TURNPIKE ROAD   | 1/31/2014  | 4/23/2014 | 10/10/2014 | 5/12/2014 |           |           |           |
| WATERS LAURIE M.      | 128 | OLD TURNPIKE ROAD   | 1/31/2014  | 4/23/2014 | 10/10/2014 | 5/12/2014 | 4/7/2014  | 6/19/2014 |           |
| O'GRADY DANIEL        | 7   | PARTRIDGE CIRCLE    | 2/19/2014  | 4/23/2014 | 10/10/2014 | 5/12/2014 | 6/18/2014 |           |           |
| WOLFGANG DAVID        | 1   | PEACH LANE          | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 4/24/2014 | 5/19/2014 | 6/2/2014  |
| WATSON KRISTIN        | 5   | PEACH LANE          | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 4/23/2014 | 5/19/2014 | 6/2/2014  |
| GUERRIERO RICHARD     | 2   | PETER J DRIVE       | 1/31/2014  | 4/23/2014 | 10/10/2014 |           | 5/7/2014  | 5/22/2014 | 6/2/2014  |
| PETERSON DANIEL       | 10  | PHEASANT RIDGE ROAD | 2/19/2014  | 4/23/2014 | 10/10/2014 | 5/12/2014 | 6/18/2014 |           |           |
| LAWRENCE KIMBERLY A.  | 15  | PHEASANT RIDGE ROAD | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 4/24/2014 | 5/19/2014 |           |
| McGONAGLE TIMOTHY     | 19  | PHEASANT RIDGE ROAD | 2/19/2014  | 4/23/2014 |            |           | 4/24/2014 | 5/19/2014 | 6/10/2014 |
| SULLIVAN CAROLYN J.   | 20  | PHEASANT RIDGE ROAD | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 4/24/2014 | 5/19/2014 | 6/10/2014 |
| PURCELL JOHN          | 31  | PROCTOR ROAD        | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 2/26/2014 | 5/12/2014 | 6/10/2014 |
| HAUPTMAN STEVEN J     | 33  | PROCTOR ROAD        | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 2/26/2014 | 5/12/2014 | 6/10/2014 |
| SMITH WILLIAM J.      | 6   | PROCTOR ROAD        | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 2/25/2014 | 5/9/2014  | 6/10/2014 |
| VERIZON               | 10  | RAILROAD STREET     | 2/19/2014  | 4/23/2014 | 10/10/2014 |           |           |           |           |
| TRIEHY ASHLEY         | 13  | REAGAN ROAD         | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 2/26/2014 | 4/9/2014  | 5/28/2014 |
| QUINTIN SANDRA L.     | 20  | REAGAN ROAD         | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 2/26/2014 |           |           |
| TUCKER NANCY          | 1   | RIVERBANK TERRACE   | 1/31/2014  | 4/23/2014 | 10/10/2014 | 7/25/2014 | 5/7/2014  | 6/18/2014 |           |
| STUPAK JUSTIN         | 2   | RIVERBANK TERRACE   | 1/31/2014  | 4/23/2014 | 10/10/2014 |           | 4/7/2014  | 5/23/2014 | 6/18/2014 |
| MUNROE STEVEN         | 2   | ROBYN DRIVE         | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 5/7/2014  | 6/17/2014 |           |
| WEISENSEE TIMOTHY     | 2   | SAUNDERS ROAD       | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 5/7/2014  | 5/23/2014 | 5/30/2014 |
| SMITH JAMES           | 11  | SCALES LANE         | 1/31/2014  |           | 10/10/2014 |           | 4/7/2014  | 5/23/2014 | 6/10/2014 |
| TAUBERT JEAN          | 2   | SCALES LANE         | 1/31/2014  |           | 10/10/2014 | 5/12/2014 | 4/7/2014  | 6/19/2014 |           |
| TOWNSEND COUNTRY CLUB | 140 | SCALES LANE         | 1/31/2014  | 4/8/2014  | 10/10/2014 |           | 4/7/2014  | 5/22/2014 | 6/10/2014 |
| WHIPPLE TREE REALTY   | 8   | SCALES LANE         | 1/31/2014  |           | 10/10/2014 |           | 4/7/2014  | 5/23/2014 |           |
| SULLIVAN RUSSELL      | 17  | SCHOOL STREET       | 1/31/2014  | 4/23/2014 | 10/10/2014 |           | 4/10/2014 | 5/15/2014 | 6/10/2014 |
| STANKIEWICZ MICHAEL   | 25  | SCHOOL STREET       | 1/31/2014  | 4/23/2014 | 10/10/2014 |           | 4/10/2014 | 5/15/2014 | 6/10/2014 |
| BOUTWELL JOHN J.      | 4   | SCHOOL STREET       | 1/31/2014  | 4/8/2014  | 10/10/2014 |           | 4/10/2014 | 5/15/2014 | 6/10/2014 |
| LYNCH MICHAEL         | 6   | SCHOOL STREET       | 1/31/2014  | 4/23/2014 | 10/10/2014 | 7/25/2014 | 4/10/2014 | 5/15/2014 | 6/19/2014 |
| MCDONALD KRISTY       | 9   | SCHOOL STREET       | 1/31/2014  | 4/23/2014 | 10/10/2014 |           | 4/7/2014  | 5/23/2014 | 6/10/2014 |
| DEMEO JR. ROBERT M.   | 1   | SCOTT ROAD          | 1/31/2014  | 4/23/2014 | 10/10/2014 |           | 5/7/2014  | 5/23/2014 | 6/10/2014 |
| AMADON SHAWN A.       | 16  | SCOTT ROAD          | 1/31/2014  | 4/23/2014 | 10/10/2014 |           | 5/7/2014  | 5/23/2014 | 6/10/2014 |
| MILLS SUSAN E.        | 18  | SCOTT ROAD          | 1/31/2014  | 4/23/2014 | 10/10/2014 |           | 5/7/2014  | 5/23/2014 | 6/10/2014 |
| VACHON MICHAEL        | 10  | SHAGBARK DRIVE      | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 4/24/2014 | 5/19/2014 | 6/10/2014 |
| HOFFMAN DAVID         | 12  | SHAGBARK DRIVE      | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 4/24/2014 | 5/19/2014 |           |
| SWEENEY KIMBERLY      | 14  | SHAGBARK DRIVE      | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 4/24/2014 | 5/19/2014 | 6/10/2014 |
| MCGRATH MICHAEL       | 3   | SHAGBARK DRIVE      | 2/19/2014  | 4/8/2014  | 10/10/2014 |           | 4/28/2014 | 5/20/2014 |           |
| NADEAU WILLIAM        | 8   | SHAGBARK DRIVE      | 2/19/2014  | 4/23/2014 | 10/10/2014 | 5/12/2014 |           |           |           |
| KINNEY BENJAMIN       | 12  | SHIRLEY ROAD        | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 2/27/2014 | 5/12/2014 |           |
| DIMOPOULOS YESENIA    | 2   | SHIRLEY ROAD        | 12/23/2013 | 3/26/2014 | 10/10/2014 | 5/12/2014 |           |           |           |
| DEROSA AMY            | 10  | SMITH STREET        | 1/31/2014  | 4/23/2014 | 10/10/2014 |           | 4/10/2014 | 5/15/2014 | 6/10/2014 |
| WRIGHT CLINTON P.     | 21  | SMITH STREET        | 1/31/2014  | 4/23/2014 | 10/10/2014 |           | 4/10/2014 | 5/15/2014 | 6/10/2014 |
| BURNHAM               | 45  | SOUTH HARBOR ROAD   |            |           | 10/10/2014 |           |           |           |           |
| INESON                | 49  | SOUTH HARBOR ROAD   |            |           | 10/10/2014 |           |           |           |           |
| KEEFE                 | 64  | SOUTH HARBOR ROAD   |            |           | 10/10/2014 |           |           |           |           |



|                        |    |                    |            |           |            |           |           |           |           |
|------------------------|----|--------------------|------------|-----------|------------|-----------|-----------|-----------|-----------|
| MCCARTHY               | 66 | SOUTH HARBOR ROAD  |            |           | 10/10/2014 |           |           |           |           |
| CUNIO                  | 70 | SOUTH HARBOR ROAD  |            |           | 10/10/2014 |           |           |           |           |
| KAO WILLIAM            | 19 | SOUTH STREET       | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 2/27/2014 | 5/12/2014 | 6/10/2014 |
| KAO WILLIAM            | 21 | SOUTH STREET       | 12/23/2013 | 3/26/2014 |            |           | 2/27/2014 | 5/12/2014 | 6/10/2014 |
| LAURA BRADLEY          | 1  | SOUTH STREET COOPE | 12/23/2013 | 3/26/2014 | 10/10/2014 | 5/12/2014 | 3/10/2014 | 6/19/2014 |           |
| GATELY PETER           | 13 | SPAULDING STREET   | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/10/2014 | 5/12/2014 | 6/10/2014 |
| SHEPHERD GARY          | 17 | SPAULDING STREET   | 12/23/2013 | 3/26/2014 | 10/10/2014 | 5/12/2014 | 4/25/2014 |           |           |
| JARMALOWICZ JOHN J.    | 25 | SPAULDING STREET   | 12/23/2013 | 3/26/2014 | 10/10/2014 | 5/12/2014 | 3/11/2014 | 6/17/2014 |           |
| MORRIS PHILIP          | 32 | SPAULDING STREET   | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/10/2014 | 5/12/2014 | 6/23/2014 |
| FREDRICK KATHLEEN      | 36 | SPAULDING STREET   | 12/23/2013 | 3/26/2014 | 10/10/2014 | 5/12/2014 | 3/10/2014 | 6/17/2014 |           |
| LEO ROBERT             | 42 | SPAULDING STREET   | 12/23/2013 | 3/26/2014 | 10/10/2014 | 5/12/2014 | 3/10/2014 | 6/17/2014 |           |
| AMADON KENNETH         | 58 | SPAULDING STREET   | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/10/2014 | 5/12/2014 | 6/23/2014 |
| FONTAINE SCOTT         | 61 | SPAULDING STREET   | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/10/2014 | 5/12/2014 | 6/23/2014 |
| FLYNN JOSEPH           | 12 | SQUANNACOOK TERRA  | 1/31/2014  | 4/23/2014 | 10/10/2014 |           | 4/14/2014 | 5/15/2014 | 6/23/2014 |
| STEADMAN ERNEST        | 3  | SQUANNACOOK TERRA  | 1/31/2014  | 4/8/2014  | 10/10/2014 | 7/25/2014 | 5/7/2014  |           |           |
| BOORAZIEN ARAM         | 15 | SUMAC DRIVE        | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 4/24/2014 | 5/19/2014 | 6/23/2014 |
| KAPOURELAKOS CHERYL    | 22 | SUMAC DRIVE        | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 4/24/2014 | 5/19/2014 |           |
| ROMANO SARAH           | 24 | SUMAC DRIVE        | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 4/24/2014 | 5/19/2014 | 6/23/2014 |
| BISCEGLIA MATHEW       | 17 | TERRACE WAY        | 1/31/2014  | 4/23/2014 | 10/10/2014 |           | 4/14/2014 | 5/15/2014 | 6/23/2014 |
| DINON ARTHUR R.        | 25 | TODD DRIVE         | 12/23/2013 | 3/26/2014 | 10/10/2014 | 7/25/2014 | 5/12/2014 | 6/17/2014 |           |
| BUSHNOE EDWARD J.      | 8  | TODD DRIVE         | 12/23/2013 | 3/26/2014 | 10/10/2014 | 5/12/2014 | 3/12/2014 | 6/17/2014 |           |
| BEMIS DANIEL           | 6  | TROPHY AVENUE      | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/12/2014 | 5/12/2014 | 6/23/2014 |
| KIMBALL JOHN           | 15 | TURNPIKE ROAD      | 12/23/2013 | 3/26/2014 | 10/10/2014 | 7/25/2014 | 3/12/2014 | 5/12/2014 | 6/20/2014 |
| BOYDEN WILLIAM         | 31 | TURNPIKE ROAD      | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/12/2014 | 5/23/2014 |           |
| OVERTON CHRISTOPHER    | 35 | TURNPIKE ROAD      | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/12/2014 | 5/12/2014 | 6/23/2014 |
| DEMAMBRO ANTHONY       | 40 | TURNPIKE ROAD      | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/12/2014 | 5/12/2014 | 6/23/2014 |
| THOMAS ROBERT          | 68 | TURNPIKE ROAD      | 12/23/2013 | 3/26/2014 | 10/10/2014 | 7/25/2014 | 3/12/2014 | 6/20/2014 |           |
| ANDERSEN SHIZUKO R.    | 82 | WALLACE HILL ROAD  | 12/23/2013 | 3/26/2014 | 10/10/2014 | 5/12/2014 | 3/13/2014 | 6/17/2014 |           |
| KING GEORGE P.         | 89 | WALLACE HILL ROAD  | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/13/2014 | 5/12/2014 | 6/23/2014 |
| HARTENSTEIN DANIEL     | 10 | WARREN ROAD        | 12/23/2013 | 3/26/2014 | 10/10/2014 | 5/12/2014 |           |           |           |
| PRESCOTT FREDERICK     | 12 | WARREN ROAD        | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/13/2014 | 5/14/2014 | 6/23/2014 |
| BOSELMMANN ELIZABETH   | 16 | WARREN ROAD        | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/14/2014 | 5/14/2014 | 6/23/2014 |
| FUNAIOLE TERESA        | 20 | WARREN ROAD        | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/14/2014 | 5/14/2014 | 6/23/2014 |
| EGGLESTON RONALD H.    | 22 | WARREN ROAD        | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/14/2014 | 5/14/2014 | 6/23/2014 |
| SNYER TREVOR & JESSICA | 30 | WARREN ROAD        | 12/23/2013 | 3/26/2014 | 10/10/2014 | 5/12/2014 |           |           |           |
| CAHILL PETER J.        | 32 | WARREN ROAD        | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/14/2014 | 5/14/2014 |           |
| CARMICHAEL THOMAS      | 38 | WARREN ROAD        | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/14/2014 | 5/14/2014 | 6/23/2014 |
| NOFTLE KATHLEEN        | 5  | WATER STREET       | 1/31/2014  | 4/23/2014 | 10/10/2014 | 5/12/2014 | 4/14/2014 | 6/20/2014 |           |
| DELEON JOANNE          | 19 | WEST ELM STREET    | 2/19/2014  | 4/23/2014 | 10/10/2014 | 5/12/2014 |           |           |           |
| ORDWAY ROBERT          | 40 | WEST ELM STREET    | 2/19/2014  | 4/8/2014  | 10/10/2014 | 7/25/2014 |           |           |           |
| KING GEORGE            | 54 | WEST ELM STREET    | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 5/8/2014  | 5/23/2014 |           |
| SMITH EVERETT          | 56 | WEST ELM STREET    | 2/19/2014  | 4/23/2014 | 10/10/2014 | 7/25/2014 | 5/8/2014  | 6/20/2014 |           |
| MAYER DEBORAHANNE      | 7  | WEST ELM STREET    | 2/19/2014  | 4/23/2014 | 10/10/2014 | 5/12/2014 |           |           |           |
| KING GEORGE            | 73 | WEST ELM STREET    | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 5/7/2014  | 5/23/2014 | 6/23/2014 |
| KARTSON DAVID & GRETCH | 78 | WEST ELM STREET    | 2/19/2014  | 4/23/2014 | 10/10/2014 | 5/12/2014 |           |           |           |
| CHRISTMEN PATRICK      | 8  | WEST ELM STREET    | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 5/8/2014  | 6/23/2014 |           |

|                    |    |                    |            |           |            |           |           |           |           |
|--------------------|----|--------------------|------------|-----------|------------|-----------|-----------|-----------|-----------|
| RYDER DAVID F.     | 9  | WEST ELM STREET    | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 2/25/2014 | 5/9/2014  | 6/23/2014 |
| GARINGER CLARK S.  | 35 | WEST MEADOW ESTATE | 12/23/2013 | 3/26/2014 | 10/10/2014 | 5/12/2014 | 3/14/2014 | 6/20/2014 |           |
| MURPHY BARBARA A   | 45 | WEST MEADOW ESTATE | 12/23/2013 | 4/8/2014  | 10/10/2014 |           | 3/14/2014 | 5/14/2014 | 6/23/2014 |
| ROMANDINI RUSSELL  | 26 | WEST MEADOW ESTATE | 12/23/2013 | 3/26/2014 |            | 5/12/2014 | 1/8/2014  |           |           |
| ARSENAULT MARK     | 11 | WEST MEADOW ESTATE | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/14/2014 | 5/14/2014 |           |
| O'DONNELL DIANNE   | 13 | WEST MEADOW ESTATE | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/14/2014 | 5/14/2014 |           |
| VLECK PATRICK VAN  | 16 | WEST MEADOW ESTATE | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/14/2014 | 5/14/2014 |           |
| CARBONE KRISTINA   | 2  | WEST MEADOW ESTATE | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/14/2014 | 5/14/2014 |           |
| LOTTERHAND MARK    | 22 | WEST MEADOW ESTATE | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/17/2014 | 5/14/2014 |           |
| VITALE CHRISTINE   | 24 | WEST MEADOW ESTATE | 1/31/2014  |           | 10/10/2014 |           | 4/14/2014 | 4/22/2014 |           |
| FUNAIOLE MARTHA    | 3  | WEST MEADOW ESTATE | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/14/2014 | 5/14/2014 |           |
| THOMAS KAREN       | 30 | WEST MEADOW ESTATE | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/17/2014 | 5/14/2014 |           |
| NGUYEN TUAN        | 31 | WEST MEADOW ESTATE | 12/23/2013 | 3/26/2014 | 10/10/2014 | 5/12/2014 |           |           |           |
| LEBLANC MICHELLE   | 34 | WEST MEADOW ESTATE | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/17/2014 | 5/14/2014 | 6/20/2014 |
| MILLER WILLIAM     | 39 | WEST MEADOW ESTATE | 12/23/2013 | 3/26/2014 | 10/10/2014 | 5/12/2014 | 3/17/2014 |           |           |
| TRUE JR WILLIAM A. | 62 | WEST MEADOW ROAD   | 1/31/2014  | 4/23/2014 | 10/10/2014 |           | 3/17/2014 | 5/15/2014 |           |
| SIMMONS JOHN       | 1  | WILLOW DRIVE       | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 4/24/2014 | 5/20/2014 |           |
| WOODBURY ANDREW    | 17 | WILLOW DRIVE       | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 4/24/2014 | 5/20/2014 |           |
| NICHOLS JARED      | 5  | WILLOW DRIVE       | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 4/24/2014 | 5/20/2014 |           |
| CLARK JR. HARRY R. | 7  | WILLOW DRIVE       | 2/19/2014  | 4/23/2014 | 10/10/2014 |           | 4/24/2014 | 5/20/2014 |           |
| DEJNIAK STEPHEN    | 17 | WOODLAND DRIVE     | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/17/2014 | 5/14/2014 |           |
| GAMBLE WILLIAM     | 20 | WOODLAND DRIVE     | 12/23/2013 | 3/26/2014 | 10/10/2014 | 5/12/2014 | 5/12/2014 | 6/18/2014 |           |
| CZIRIA STEVEN M.   | 8  | WOODLAND DRIVE     | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/17/2014 | 5/14/2014 |           |
| BESSETTE GAIL J.   | 10 | WORCESTER ROAD     | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/18/2014 | 5/15/2014 |           |
| FREDERICK GREG     | 14 | WORCESTER ROAD     | 12/23/2013 | 3/6/2014  | 10/10/2014 |           | 3/18/2014 | 5/15/2014 |           |
| TEKO REALTY TRUST  | 25 | WORCESTER ROAD     | 12/23/2013 | 3/26/2014 | 10/10/2014 | 5/12/2014 | 2/17/2014 | 5/9/2014  |           |
| CLARK DARRYL       | 41 | WORCESTER ROAD     | 12/23/2013 | 3/26/2014 | 10/10/2014 |           | 3/19/2014 |           |           |

# Second Notice

Dear Clinton Water System Customer,

**PLEASE DO NOT DISCARD THIS NOTICE.**

The Town of Clinton Water Department has contracted with East National Water, LLC of Palmer, MA to replace existing water meters and reading equipment throughout Town. Meter replacement is free of charge, mandatory, and will take approximately one hour.

**Please call East National Water toll free at 1-800-252-8556 to schedule an**

**appointment** to have your meter replaced. The office is staffed from 9:00 AM to 2:00 PM. If you call outside of these hours you may leave a message. You will

be contacted to arrange for your meter replacement. You can also schedule online at: [eastnationalwater.com](http://eastnationalwater.com)

If you have any questions please call the Clinton Water Department

at 978-365-4110. Your cooperation is greatly appreciated.

Christopher J. McGown

Superintendent of Public Works



Failure to respond to this notice may result in a \$100 fine.

Si usted requiere este aviso en español, por favor llame 978-365-4110.

Christopher J. McGown

Superintendent of Public Works

If you have any questions please call the Clinton Water Department

at 978-365-4110. Your cooperation is greatly appreciated.

You will be contacted to arrange for your meter replacement.

**appointment** to have your meter replaced. The office is staffed from 9:00 AM to 2:00 PM. If you call outside of these hours you may leave a message.

**Please call East National Water toll free at 1-800-252-8556 to schedule an**

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The Town of Clinton Water Department has contracted with East National Water, LLC of Palmer, MA to replace existing water meters and reading

**PLEASE DO NOT DISCARD THIS NOTICE.**

Dear Clinton Water System Customer,

# **FINAL NOTICE**

## **WATER METER REPLACEMENT**

The Town of Clinton DPW has hired East National Water LLC from Palmer MA to complete a Town wide meter replacement project. Two postcard notices have been sent to your address requesting that you make an appointment to have your meter replaced.

It is **MANDATORY** that you contact East National Water within 30 days of receiving this letter.

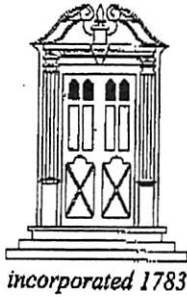
**Failure to schedule an appointment will  
result in a \$100 fine**

**After the 30 day deadline the DPW will  
give notification that your water service  
will be shut off at the street.**

Please call East National Water at 1-800-252-8556.  
Leave a message with your name, address  
and phone number if you get their voicemail.

You can also book an appointment at  
[www.eastnationalwater.com](http://www.eastnationalwater.com)





*town of*  
**LONGMEADOW, MASSACHUSETTS**

31 Pondsides Road - 01106  
TEL (413) 567-3400 ~ FAX (413) 567-9018  
e-mail: [publicworks@longmeadow.org](mailto:publicworks@longmeadow.org)



**DEPARTMENT OF PUBLIC WORKS**

April 5, 2011

Certified Mail \*\*\*\*\*

Dear -----

The Town of Longmeadow is undertaking a mandatory water meter replacement program to convert all water meters in town to an Automatic Meter Reading (AMR) system. Beginning in November, the town's contractor, East National Water, Inc., has attempted to contact you at least five times; twice by mail, twice by phone and once with a door hanger requesting that you call to schedule an appointment to let the contractor into your home to change the meter. As of this date, you have failed to respond to these notifications.

While most of the customers in your meter reading cycle will have meters read with the new technology, the DPW will have to send someone to your property to manually read your meter. As a result, the Water Commission has voted to implement a Manual Reading Charge of \$75 per reading.

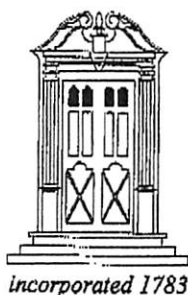
You can avoid having the \$75 charge on your bill by calling East National at 800-252-8556 to schedule the work and have it completed by 12:00 noon April 21, 2011. If the work is scheduled but not completed until after April 21, the fee will be applied and must be paid but can be abated after the work is completed and verified by the DPW. In the event you do not call, the \$75 Manual Reading Charge will be placed on your account and must be paid. All future bills will also include the Manual Reading Charge until the automatic meter is installed.

The \$75 Manual Reading Charge can be abated after payment when you provide the DPW a copy of the receipt provided by East National Water verifying the meter replacement is complete.

If you are not the property owner or occupant, you should notify the property owner and request that they schedule an appointment or authorize you to schedule the appointment on their behalf. Should you have any questions, you may call the DPW at 567-3400. Thank you in anticipation for your timely response to this matter.

Sincerely,

Michael Wrabel  
Director of Public Works



*town of*  
**LONGMEADOW, MASSACHUSETTS**

31 Pondsides Road - 01106  
TEL (413) 567-3400 ~ FAX (413) 567-9018  
e-mail: [publicworks@longmeadow.org](mailto:publicworks@longmeadow.org)



**DEPARTMENT OF PUBLIC WORKS**

To: Hope Tremblay, [Longmeadownews@wenpub.com](mailto:Longmeadownews@wenpub.com)  
Katelyn Gardner, [Katelyn@thereminder.com](mailto:Katelyn@thereminder.com)  
Elizabeth Roman, [eroman@repub.com](mailto:eroman@repub.com)  
LCTV, [lctv@longmeadowtv.org](mailto:lctv@longmeadowtv.org)  
webmaster@longmeadow.org

**Press Release  
for immediate distribution**

The Longmeadow Water Department is undertaking a mandatory water meter replacement program to convert all water meters to an Automatic Meter Reading (AMR) system. Meters are being replaced in a systematic procedure for each meter reading cycle. After several notifications, several residents have failed to make arrangements with the Town's contractor, East National Water, Inc., for meter replacement. As a result the Water Commissioners voted to impose a \$75 Manual Read Charge for customers of the Longmeadow Water System that have not called to allow the Town's contractor, East National Water, Inc. to provide access to change or retrofit existing water meters to the town's new mandatory automatic meter reading (AMR) system. The charge will be first applied to those individuals in meter reading cycle #4, those accounts read during the months of April and October. Non responding customers in subsequent meter reading cycles will be treated in the same manner. Each non-responding customer shall be notified by certified mail prior to the charge being implemented.

Customers who wish to avoid the charge being placed on the water/sewer bill must call East National Water at 800-252-8556 to schedule the meter change and have the work completed by April 21st. If the work is scheduled but not completed until after April 21, the fee will be applied and must be paid but can be abated after the work is completed and verified by the DPW. In the event property owners do not call, the \$75 Manual Reading Charge will be placed on account and must be paid and all future bills will also include the Manual Reading Charge until the automatic meter is installed.

There is an abatement process for customers who pay the charge and make arrangements by April 21 but have not had the meter change completed. Property owners must call the DPW at 567-3400 to begin the abatement process. Abatements will be processed for payment only after the meter has been changed. Property owners looking for more information may call the DPW at 567-3400.



# The Hazardville Water Company

---

281 Hazard Avenue  
Enfield, CT 06082  
Tel.: (860) 749-0779  
Fax: (860) 749-5381

April 19, 2012

Reference:      Account#:

**SHUT OFF DATE:    May 3, 2012**

|                                             |
|---------------------------------------------|
| <b>TERMINATION NOTICE - METER CHANGEOUT</b> |
|---------------------------------------------|

Dear Customer:

On, the Hazardville Water Company sent you a card regarding the replacement of your water meter. A follow-up letter was sent to you on «LETTER». A third letter was sent on «PHONE\_CALLS». As of this date no meter appointment has been scheduled.

Docket 10300, Section 16-11-88 of The State of Connecticut Department of Public Utilities requires that domestic water meters be removed and tested on a regular schedule.

**If you have not scheduled a meter changeout appointment or notified our customer service center of reasons that currently prevent you from doing so by the above shut-off date, your service will be shut off anytime thereafter. *If water service is discontinued there will be a \$42.00 turn off charge. An additional labor charge of \$42.00 during business hours and \$120.00 during non-business hours will be assessed for turning on water. Immediate resumption of service cannot be guaranteed.***

Appointments are scheduled for a specific time between the hours of 8:30am and 3:30 pm. Please call our Customer Service Center at (860) 763-7420 to schedule a meter changeout appointment.

If you have already made an appointment, please call the customer service department to confirm the date and time of your appointment.

Sincerely,

THE HAZARDVILLE WATER COMPANY



## **EAST NATIONAL WATER, LLC.**

**P.O. Box 991**

**Palmer, MA 01069**

**(413) 283-9922 / Fax (413) 283-8969**

Paul Rafuse  
Superintendent  
Clinton Water Department  
540 Main Street  
West Townsend, MA. 01474

October 3, 2014

To Address the complaint from The Town of Townsend Water Department, regarding The Radio Frequency Reading Transmitter Installation Project

As for the 342 incomplete installations in question; East National Water, LLC exhausted all avenues of contact that correspond with the contract – sending two postcards, placing numerous phone calls, and setting out 2 rounds of doorhangers to the individual sites to satisfy the commitment. We have been and are in communication with the superintendent and his staff. To address the remaining non compliant customers to complete the project the water department's last remedy was to send out a reminder in their billing. That, in turn did not focus on the target group-it was sent to the entire group, which my staff had to decipher and handle people who were panicking that had been already completed. Out of this process, besides the pandemonium there were two people off the remainder list who called for appointments.

We were trying to incorporate the outstanding installs with the repairs process. While the repairs were being completed we handled two installs. Concerning the repairs: we received a punch list of non reads on 8/8/2014, we were told that one of their technicians would accompany our technician to do the repairs. The repair list consisted of 17 addresses, two of which had never been visited, the repairs that were scheduled took place on 8/27/2014.

12 repairs and reprograms were completed, leaving 6 to be scheduled and completed. We have also been in contact with their office staff regarding addresses never before provided to us and to locate some missing information. We were asked to hold off while readings were being conducted to determine if the system would find more inaccuracies, so that we would have a more complete list of areas to examine.

No shut down or termination of correspondence from either party occurred. However, there has been no phone call, email or professional letter sent to East National Water, LLC that there was any significant problem. The way it has been handled is that they have held back a 10,000 check that is 90 days old and corresponded with our bonding company. I believe there is a great gap in between, and that negotiations can remedy any problem or negativity that seems to be present; at this time.

Robert Flagg

President  
East National Water, LLC





## **EAST NATIONAL WATER, LLC.**

**P.O. Box 991**

**Palmer, MA 01069**

**(413) 283-9922 / Fax (413) 283-8969**

November 5, 2014

East National Water, LLC  
PO Box 991  
Palmer, MA 01069

Laura Antil  
Lupke Rice Insurance & Finance  
PO Box 11309  
Fort Wayne, IN 46857

RE: Town of Townsend Water Department – Radio Frequency Reading Transmitter Installation Project

Dear Laura,

This is a follow up to the correspondence dated October 3, 2014. I am sending you the language in the contract (See attached. page 8 "CUSTOMER CONTACT / APPOINTMENT SCHEDULING") that pertains to our responsibility for scheduling appointments in working with the Townsend Water Department. In addition, I am including a copy of the "No Response" list that was provided to the Townsend Water Department last month. This list will show the dates of all mailings, all phone calls and all door hangers that were used to attempt to set appointments with the remaining "no response" water customers.

As of this time, we have put out a third and final postcard from East National Water, LLC to the remainder of the Townsend customers yet to be scheduled. We received a small response from this mailing; of the 342 customers at the beginning of the month that still needed to be scheduled for their meter replacement there remains 311 yet to be scheduled. This is very typical in all these types of jobs that I have worked in the past twenty five years. Usually the town accepts this list and would aid my company by sending out a mandatory type letter from the water department, or they would take on the list themselves and use their own crews to finish the rest of the installations.

In this situation the water Superintendent has attempted to reach the "no response" customers through their billing system. Unfortunately, these customers have not responded to this method. So, due to the failure of this practice we are left with 311 customers that we wish to serve who have not complied with the Townsend Water Department. We believe through past experiences that these customers will need to be forced to comply using a stronger method. I have a meeting scheduled for

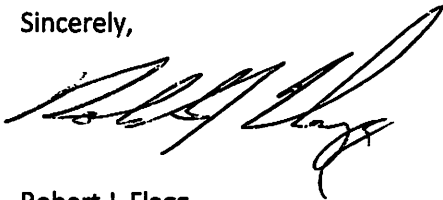
November 10<sup>th</sup> with the Commissioners to explain to them that this is above and beyond the contract and that we cannot give them 100 percent completion without their assistance. Keep in mind that we want to install the remaining meters- that is the business we are in. We are not looking to shy away from the responsibility, but as I emphasize once again I need their assistance, as I have in every other town to achieve full success.

Also, I want to state that we always go beyond what the specs dictate. In this case there is no mention in the specs about making phone calls to residents....we made three attempts to call, nowhere in the contract did it read that door hangers would be left to try and schedule with those who were not reached by mail or telephone. East National Water, LLC did use a doorhanger approach to increase scheduling on two occasions. As for the repair list: There was never a large list of repairs. The original list was twenty. The second list is 15 ...we are working on those presently. There are 9 to schedule. We have installed over 1100 radios to date with no complaints. The remainder is 20% of the total completion and is expected in a project of this size; the average hold out list is around 15% to 25% of the total.

My focus at this time is to address the commission board on Monday night to help them realize that the water department has to take action in getting a mandatory letter out to the remaining customers to force these remaining non response customers to comply with the Townsend Water Departments installation contract. However, as far as the bonding company is concerned we have satisfied this contract legally, as it pertains to the language in the contract.

We will contact after this meeting takes place.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert J. Flagg", written in a cursive style.

Robert J. Flagg  
President  
East National Water, LLC

## **TOWNSEND WATER DEPARTMENT - INVITATION FOR BID**

The CONTRACTOR awarded the bid shall at his own expense and before starting the installation program, conduct a Criminal Offender Record Information (CORI) check of all employees who will enter residences and businesses during the installation program. To the fullest extent permitted by law, a complete report of the (CORI) check shall be provided to the Townsend Water Department, the Town Administrator and, the Townsend Police Department. Any persons with a negative or unfavorable CORI report shall not work on this project. All personnel assigned to the project by the CONTRACTOR shall be in approved company uniform and possess a picture ID and have it on their person at all times. The CONTRACTOR shall provide the names and social security numbers of all personnel assigned to the project to the Townsend Water Department, the Town Administrator and, the Townsend Police Department. Contractor shall fully and unconditionally cooperate with the Town in connection with CORI checks. Contractor shall also defend, indemnify and hold harmless the Town from and in connection with all CORI checks performed under these bid documents and any and all damages, claims, losses and liabilities arising out of contractor's failure to comply with this section.

All vehicles used by the CONTRACTOR shall display their company identification acceptable to the owner at all times. This identification shall be visible on both sides of the vehicle. The CONTRACTOR shall provide license plate numbers and the Vehicle Identification Numbers (VIN) for all vehicles used by Contractor for the project to the Townsend Water Department, the Town Administrator and, the Townsend Police Department.

### **CUSTOMER CONTACT/APPOINTMENT SCHEDULING**

Whether the Town elects to award a contract for Bid Item No. 1, which involves installation of the transmitter within the residence of Customers (as contrasted with Alternate No. 1, for the installation of the transmitter on the exterior of the residence): The CONTRACTOR awarded the bid is required to contact the individual homeowners and business owners for the purpose of gaining access to each dwelling or structure in order to wire the transmitter to the register of the existing meter. The CONTRACTOR shall generate a total of three (3) mailings in an attempt to contact the owner or water user. All notices must be generated on a seven day cycle. If the owner or water user has not responded to the first notification by contacting the CONTRACTOR for an appointment, then a second notice must be mailed seven days after the initial mailing. If after seven more days an appointment still has not been made with the CONTRACTOR, a third notice must be sent to the homeowner or water user urgently requesting that an appointment be made. If after three computer-documented mailings the customer has not yet responded, the CONTRACTOR shall include such customer on, and provide the Water Department a computer printout of, a "No Response" list, and the Water Department shall then attempt to schedule the meter installation on the CONTRACTOR'S behalf. Contractor shall not be eligible for additional compensation on account of the installation of devices in the homes or businesses of persons on the "No Response" list.

All installations require that an appointment be made at the convenience of the customer. The appointment for the installation is the responsibility of the CONTRACTOR, as noted above. In the notice/ mailing the CONTRACTOR shall provide several means of communication for the customer to contact the CONTRACTOR to schedule an appointment i.e., telephone or toll-free number, the use of a website and/or, an email address. All appointment scheduling and generation and tracking of notification letters must be fully computerized to allow for accurate and up to date reports to be given to the OWNER.

WATER DEPARTMENT MEETING

DATE: November 10, 2014

| NAME           | ADDRESS             | PH/EMAIL |
|----------------|---------------------|----------|
| Robert F. King | East Water          |          |
|                | 81 Beach St         |          |
|                | Wellesley Hills, MA |          |







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

Name: Atwood Acres Account # 661460

Address: 666 Dudley Rd.

Phone # \_\_\_\_\_ Email Address \_\_\_\_\_

Billing date \_\_\_\_\_

AMOUNT: 43.56 4/c ABATEMENT [ ] ADJUSTMENT [ ] (check one)

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

Reasons: (please attached supporting documentation if applicable)

43.56 4/c - Requesting 1 time waiver from  
LC.

APPROVED [ ] DENIED [X] (check one) as m

DATE: 11-10-14

TOWNSEND BOARD OF WATER COMMISSIONERS

[Signature]

11-10-14

[Signature]



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

Name: Annette Mercier Account # 2888

Address: 18 Chestnut Drive

Phone # \_\_\_\_\_ Email Address \_\_\_\_\_

Billing date 10/11/14

AMOUNT: \$324.00 ABATEMENT ☒ ADJUSTMENT ☐ (check one)

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

Reasons: (please attached supporting documentation if applicable)

324.00 user fees.

APPROVED ☒ DENIED ☐ (check one)

DATE: 11-10-14

TOWNSEND BOARD OF WATER COMMISSIONERS

[Signature]

[Signature]



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

Name: Randy Riggins Account # 60446

Address: 319 Main St.

Phone # \_\_\_\_\_ Email Address \_\_\_\_\_

Billing date 9/10/14

AMOUNT: 210.31 ABATEMENT ☐ ADJUSTMENT ☒ (check one)

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

Reasons: (please attached supporting documentation if applicable)

NSF Returned from Unibank

206.36 - user.

3.95 - Late Charge

APPROVED ☒ DENIED ☐ (check one)

DATE: 11-10-14

TOWNSEND BOARD OF WATER COMMISSIONERS

[Signature]

[Signature]



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

Application No. \_\_\_\_\_

Account No. 61657

Date 10-30-14

APPLICATION FOR WATER SERVICE

Name of Property Owner:

JOHN ARAUJO

Service Address:

23 SHIRLEY RD.

TOWNSEND MA. 01469

Tel No.:

978-597-6083

Cell No.

978-580-0436

Billing Address:

(If different from service address):

22 SHIRLEY RD.

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

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

Date

BOARD OF WATER COMMISSIONERS

Chairman

Vice Chairman

Clerk

Date Signed by Board of Water Commissioners

✓ # 6021  
21000 -  
10-30-14



3.5



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

Application No. \_\_\_\_\_

Account No. 5510

Date 11-6-2014

### APPLICATION FOR WATER SERVICE

Name of Property Owner: HD Industrial Way LLC

Service Address: 12 Alyssa DR (Lot 6)

Townsend MA

Tel No.: 603/635-4557 Cell No. \_\_\_\_\_

Billing Address:

(If different from service address):

16 Pulpit Rock Rd  
Pelham NH 03076

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

pd  
2000-  
V# 10169  
11-6-14

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 RL

Signature of Owner/Applicant

Date 11-1-14

BOARD OF WATER COMMISSIONERS

Chairman

Vice Chairman

Clerk

Date Signed by Board of Water Commissioners



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

Application No. \_\_\_\_\_

Account No. 5520

Date 11-6-2014

### APPLICATION FOR WATER SERVICE

Name of Property Owner: HD Industrial way LLC

Service Address: 16 Alyssa DR (Lot 8)

Townsend MA

Tel No.: 6031635-4557 Cell No. \_\_\_\_\_

Billing Address:

(If different from service address):

16 Pulpit Rock Rd  
Pelham NH 03076

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

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 RL

Richard J. Hearn  
Signature of Owner/Applicant

11-1-14  
Date

BOARD OF WATER COMMISSIONERS

Vice Chairman

Chairman

Clerk

Date Signed by Board of Water Commissioners

For  
2,000 -  
V# 12170  
11-6-14

37

**TOWN OF TOWNSEND**  
**SUMMARY SHEET FOR THE CAPITAL IMPROVEMENT PLAN OF FISCAL YEAR 2016 - 2020**  
**DEPARTMENT NAME: Water**

|   | Dept.<br>Priority | Project/Equipment Title                                                                            | FY 2016    | FY 2017 | FY 2018      | FY 2019      | FY 2020 | Total        |
|---|-------------------|----------------------------------------------------------------------------------------------------|------------|---------|--------------|--------------|---------|--------------|
|   |                   | <b>PROJECTS</b>                                                                                    |            |         |              |              |         |              |
|   | 1                 | Install Tank Mixing Sys. Fitchburg Rd. Storage Tank                                                | 30,000     |         |              |              |         | \$ 30,000    |
|   | 2                 | Emery Rd. to South Harbor Rd. Water Main Loop                                                      |            |         | 1,500,000    |              |         | \$ 1,500,000 |
|   | 3                 | Replace Main St. Well field & Modifications to Main St. Sta.                                       |            |         |              | 1,000,000    |         | \$ 1,000,000 |
|   | 4                 | Repairs to Witch's Brook Station 1 due to lightning strike and upgrade to Electric Supply Service. | 34,000     |         |              |              |         | \$ 34,000    |
| W | 5                 | Ultra Violet (UV) Water Treatment System Fitchburg Rd. Storage Tank                                | 278,000    |         |              |              |         | \$ 278,000   |
| P | 6                 | Ultra Violet (UV) Water Treatment System Highland St. Storage Tank                                 | 278,000    |         |              |              |         | \$ 278,000   |
|   |                   |                                                                                                    |            |         |              |              |         | \$ -         |
|   |                   | <b>EQUIPMENT</b>                                                                                   |            |         |              |              |         |              |
|   | 1                 | Replace 2002 Ford F-450 1 Ton Dump Truck                                                           |            |         | 50,000       |              |         | \$ 50,000    |
| W | 2                 | Replace 2007 Ford F-150 Pick Up Truck w/energy efficient vehicle                                   | 20,000     |         |              |              |         | \$ 20,000    |
|   | 3                 |                                                                                                    |            |         |              |              |         | \$ -         |
|   |                   |                                                                                                    |            |         |              |              |         | \$ -         |
|   |                   |                                                                                                    |            |         |              |              |         | \$ -         |
|   |                   |                                                                                                    |            |         |              |              |         | \$ -         |
|   |                   |                                                                                                    |            |         |              |              |         | \$ -         |
|   |                   |                                                                                                    |            |         |              |              |         | \$ -         |
|   |                   |                                                                                                    |            |         |              |              |         | \$ -         |
|   |                   |                                                                                                    |            |         |              |              |         | \$ -         |
|   |                   |                                                                                                    |            |         |              |              |         | \$ -         |
|   |                   | <b>Total All Projects &amp; Equipment</b>                                                          | \$ 640,000 | \$ -    | \$ 1,550,000 | \$ 1,000,000 | \$ -    | \$3,346,000  |
|   |                   |                                                                                                    |            |         |              |              |         | \$3,351,000  |

Department Head Signature \_\_\_\_\_

Date Submitted \_\_\_\_\_

**TOWN OF TOWNSEND CAPITAL PLANNING COMMITTEE  
FORM A - CAPITAL PROJECT REQUEST**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| 1. Department <b>Water</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 2. Date: <b>11/10/2014</b>                                                                      |
| 3. Contact Person & Title:<br><b>Paul Rafuse, Superintendent</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 4. Phone:             Extension:<br><b>978-597-2212</b>                                         |
| 5. Project Title:<br><b>Main St Wellfield Replacement &amp; Pump Station Modifications</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 6. Contact Email Address:<br><a href="mailto:prafuse@townsend.ma.us">prafuse@townsend.ma.us</a> |
| 7. Purpose of Project Request Form (check):<br><input type="checkbox"/> Add a New Project to the CIP<br><input type="checkbox"/> Modify a Project Already in the CIP<br><input checked="" type="checkbox"/> Resubmit Previous Project Request<br>If Prior Unfunded Request, What FY 1st Submitted? _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 8. Fiscal Year Requested in CIP: <b>18</b>                                                      |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 9. Department Priority: 4                                                                       |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 10. Estimated Useful Life in Years:<br><b>Indefinite</b>                                        |
| 11. Description/Justification (attach any relevant background information):<br><p style="color: red;">We have already located tested and had permitted by the state (MADEP) a replacement well for the existing wellfield. Although historically a good source the existing wellfield is costly to maintain. With currently 52, 2½" driven wells that make up the wellfield, each well would need to be taken out of service and filled with cement. The new well would have to be developed and connected to the existing pump station with a new supply main. Most of the modifications to the existing pump station would include removal of existing pumps, priming system components, and control panel (if not already replaced during the SCADA project). Other modifications may include updating instrumentation and controls. This project would be beneficial because it would provide us with a more updated reliable source.</p> <p style="color: red;">As an alternative we have discovered that we can "replace" the wellfield by installing approximately three 10" X 16" gravel packed wells within the footprint of the existing wellfield. This would allow us to eliminate the permitting process and, also allow us to keep the existing wellfield in tact for back up and, redundancy purposes.</p> |                                                                                                 |
| 12. Need for Consultant Advisory Services? (check): <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                 |
| 13. Month & Year Project Will Begin If Funded? <b>unknown</b> Month & Year Project Will End If Funded <b>unknown</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                 |

| 14. Estimated Capital Costs: | FY 2016     | FY 2017     | FY 2018     | FY 2019             | FY 2020     | TOTAL               |
|------------------------------|-------------|-------------|-------------|---------------------|-------------|---------------------|
| Planning & Design            |             |             |             |                     |             | -                   |
| Land Acquisition             |             |             |             |                     |             | -                   |
| Site Development             |             |             |             |                     |             | -                   |
| Construction                 |             |             |             | 1,000,000           |             | 1,000,000           |
| Other (specify):             |             |             |             |                     |             | -                   |
| <b>TOTAL</b>                 | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 1,000,000</b> | <b>\$ -</b> | <b>\$ 1,000,000</b> |

| 15. Estimated Net Effects on Operation Costs (+/-):<br><table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 15%;"></th> <th style="width: 15%;">One-Time \$</th> <th style="width: 15%;">Annual \$</th> </tr> <tr> <td>Personnel</td> <td style="text-align: center;">N/A</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td>Utilities</td> <td style="text-align: center;"> </td> <td style="text-align: center;"> </td> </tr> <tr> <td>Supplies</td> <td style="text-align: center;"> </td> <td style="text-align: center;"> </td> </tr> <tr> <td>Other (specify):</td> <td style="text-align: center;">↓</td> <td style="text-align: center;">↓</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> </tr> </table> |             | One-Time \$ | Annual \$ | Personnel | N/A | N/A | Utilities |  |  | Supplies |  |  | Other (specify): | ↓ | ↓ | <b>TOTAL</b> | <b>\$ -</b> | <b>\$ -</b> | 16. Estimated Net Effects On Municipal Revenue (+/-):<br><br>17. Recommended Financing Source (if known):<br><br>18. Signature: |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------|-----------|-----------|-----|-----|-----------|--|--|----------|--|--|------------------|---|---|--------------|-------------|-------------|---------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | One-Time \$ | Annual \$   |           |           |     |     |           |  |  |          |  |  |                  |   |   |              |             |             |                                                                                                                                 |
| Personnel                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | N/A         | N/A         |           |           |     |     |           |  |  |          |  |  |                  |   |   |              |             |             |                                                                                                                                 |
| Utilities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |             |             |           |           |     |     |           |  |  |          |  |  |                  |   |   |              |             |             |                                                                                                                                 |
| Supplies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |             |             |           |           |     |     |           |  |  |          |  |  |                  |   |   |              |             |             |                                                                                                                                 |
| Other (specify):                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | ↓           | ↓           |           |           |     |     |           |  |  |          |  |  |                  |   |   |              |             |             |                                                                                                                                 |
| <b>TOTAL</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>\$ -</b> | <b>\$ -</b> |           |           |     |     |           |  |  |          |  |  |                  |   |   |              |             |             |                                                                                                                                 |

Notes (reserved):

For Capital Committee Use Only:  
Recommended Number of Years (if any):

Estimated Annual Debt Service (Initial Fiscal Year):  
Maximum Number of Years Allowed:



**TOWN OF TOWNSEND CAPITAL PLANNING COMMITTEE  
FORM A - CAPITAL PROJECT REQUEST**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| 1. Department <b>Water</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 2. Date: <b>11/10/2014</b>                                                                      |
| 3. Contact Person & Title:<br><b>Paul Rafuse, Superintendent</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 4. Phone:             Extension:<br><b>978-597-2212</b>                                         |
| 5. Project Title:<br><b>Complete Water Main Loop From Emery Rd. to South Harbor Rd.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 6. Contact Email Address:<br><a href="mailto:prafuse@townsend.ma.us">prafuse@townsend.ma.us</a> |
| 7. Purpose of Project Request Form (check):<br><input type="checkbox"/> Add a New Project to the CIP<br><input type="checkbox"/> Modify a Project Already in the CIP<br><input checked="" type="checkbox"/> Resubmit Previous Project Request<br>If Prior Unfunded Request, What FY 1st Submitted? _____                                                                                                                                                                                                                                                                                         | 8. Fiscal Year Requested in CIP: <b>17</b>                                                      |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 9. Department Priority: 5                                                                       |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 10. Estimated Useful Life in Years:<br><b>Indefinite</b>                                        |
| 11. Description/Justification (attach any relevant background information):<br><b>This project is beneficial to the distribution system because it would improve water quality by eliminating two "dead ends" in the system. Also it would provide another main supply line parallel with Main Street on the south side in the event a section of main had to be shut down on Main St. between the center and the Harbor lights. Although we have a supply main along Wallace Hill and Proctor Rd. this would give us the additional ability to supply the Harbor area with water shut down.</b> |                                                                                                 |
| 12. Need for Consultant Advisory Services? (check): <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                 |
| 13. Month & Year Project Will Begin If Funded? <b>unknown</b> Month & Year Project Will End If Funded <b>unknown</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                 |

| 14. Estimated Capital Costs: | FY 2016 | FY 2017 | FY 2018      | FY 2019 | FY 2020 | TOTAL        |
|------------------------------|---------|---------|--------------|---------|---------|--------------|
| Planning & Design            |         |         |              |         |         | -            |
| Land Acquisition             |         |         |              |         |         | -            |
| Site Development             |         |         |              |         |         | -            |
| Construction                 |         |         | 1,500,000    |         |         | 1,500,000    |
| Other (specify):             |         |         |              |         |         | -            |
| <b>TOTAL</b>                 | \$ -    | \$ -    | \$ 1,500,000 | \$ -    | \$ -    | \$ 1,500,000 |

| 15. Estimated Net Effects on Operation Costs (+/-): |             |           | 16. Estimated Net Effects On Municipal Revenue (+/-): |
|-----------------------------------------------------|-------------|-----------|-------------------------------------------------------|
|                                                     | One-Time \$ | Annual \$ |                                                       |
| Personnel                                           | N/A         | N/A       | 17. Recommended Financing Source (if known):          |
| Utilities                                           |             |           |                                                       |
| Supplies                                            |             |           |                                                       |
| Other (specify):                                    | ↓           | ↓         |                                                       |
| <b>TOTAL</b>                                        | \$ -        | \$ -      | 18. Signature:                                        |

Notes (reserved):

For Capital Committee Use Only:  
Recommended Number of Years (if any):

Estimated Annual Debt Service (Initial Fiscal Year):  
Maximum Number of Years Allowed:

**TOWN OF TOWNSEND CAPITAL PLANNING COMMITTEE  
FORM A - CAPITAL PROJECT REQUEST**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| 1. Department <b>Water</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 2. Date: <b>11/10/2014</b>                                                                      |
| 3. Contact Person & Title:<br><b>Paul Rafuse, Superintendent</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 4. Phone:             Extension:<br><b>978-597-2212</b>                                         |
| 5. Project Title:<br><b>Installation of Tank Mixing System Fitchburg Road Storage Tank</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 6. Contact Email Address:<br><a href="mailto:prafuse@townsend.ma.us">prafuse@townsend.ma.us</a> |
| 7. Purpose of Project Request Form (check):<br><input type="checkbox"/> Add a New Project to the CIP<br><input type="checkbox"/> Modify a Project Already in the CIP<br><input checked="" type="checkbox"/> Resubmit Previous Project Request<br>If Prior Unfunded Request, What FY 1st Submitted? _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 8. Fiscal Year Requested in CIP:<br><b>15</b>                                                   |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 9. Department Priority: 2                                                                       |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 10. Estimated Useful Life in Years:<br><b>Min. of 20</b>                                        |
| 11. Description/Justification (attach any relevant background information):<br><p>The installation of the tank mixing system will provide effective "mixing" or "turnover" of water in the storage tank. Although a critical component of a distribution system, storage tanks are typically the source of Total Coliform Bacteria detections among water systems. Although Total Coliforms themselves are not a threat to public health their detection initiates a process and procedure regulated by the state that ranges from public notification, additional sampling, added chemicals for disinfection purposes, and possibly additional flushing. The installation of an effective mixing system will at the very least significantly reduce or as found in most cases eliminate the possibility of further Total Coliform detections subsequently eliminating additional costs associated with labor, materials, and professional services for lab testing and more importantly protecting public health. An additional benefit of installing a mixing system in this case where the storage tank is constructed from steel. It will significantly reduce or eliminate ice build up inside the tank preventing potentially costly damage to the tank and temporarily having a key component of the distribution system off line and out of service for some time.</p> |                                                                                                 |
| 12. Need for Consultant Advisory Services? (check): <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                 |
| 13. Month & Year Project Will Begin If Funded? <b>Unknown</b> Month & Year Project Will End If Funded <b>Unknown</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                 |

| 14. Estimated Capital Costs: | FY 2016          | FY 2017     | FY 2018     | FY 2019     | FY 2020     | TOTAL            |
|------------------------------|------------------|-------------|-------------|-------------|-------------|------------------|
| Planning & Design            |                  |             |             |             |             | -                |
| Land Acquisition             |                  |             |             |             |             | -                |
| Site Development             |                  |             |             |             |             | -                |
| Construction                 | <b>30,000</b>    |             |             |             |             | 30,000           |
| Other (specify):             |                  |             |             |             |             | -                |
| <b>TOTAL</b>                 | <b>\$ 30,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 30,000</b> |

| 15. Estimated Net Effects on Operation Costs (+/-):<br><table style="width: 100%;"> <tr> <th></th> <th style="text-align: center;">One-Time \$</th> <th style="text-align: center;">Annual \$</th> </tr> <tr> <td>Personnel</td> <td style="text-align: center;">N/A</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td>Utilities</td> <td style="text-align: center;"> </td> <td style="text-align: center;"> </td> </tr> <tr> <td>Supplies</td> <td style="text-align: center;"> </td> <td style="text-align: center;"> </td> </tr> <tr> <td>Other (specify):</td> <td style="text-align: center;">↓</td> <td style="text-align: center;">↓</td> </tr> <tr> <td><b>TOTAL</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> </tr> </table> |             | One-Time \$ | Annual \$ | Personnel | N/A | N/A | Utilities |  |  | Supplies |  |  | Other (specify): | ↓ | ↓ | <b>TOTAL</b> | <b>\$ -</b> | <b>\$ -</b> | 16. Estimated Net Effects On Municipal Revenue (+/-):<br><br>17. Recommended Financing Source (if known):<br><br>18. Signature: |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------|-----------|-----------|-----|-----|-----------|--|--|----------|--|--|------------------|---|---|--------------|-------------|-------------|---------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | One-Time \$ | Annual \$   |           |           |     |     |           |  |  |          |  |  |                  |   |   |              |             |             |                                                                                                                                 |
| Personnel                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | N/A         | N/A         |           |           |     |     |           |  |  |          |  |  |                  |   |   |              |             |             |                                                                                                                                 |
| Utilities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |             |             |           |           |     |     |           |  |  |          |  |  |                  |   |   |              |             |             |                                                                                                                                 |
| Supplies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |             |             |           |           |     |     |           |  |  |          |  |  |                  |   |   |              |             |             |                                                                                                                                 |
| Other (specify):                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | ↓           | ↓           |           |           |     |     |           |  |  |          |  |  |                  |   |   |              |             |             |                                                                                                                                 |
| <b>TOTAL</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>\$ -</b> | <b>\$ -</b> |           |           |     |     |           |  |  |          |  |  |                  |   |   |              |             |             |                                                                                                                                 |

Notes (reserved):

|                                                                          |                                                                                          |
|--------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| For Capital Committee Use Only:<br>Recommended Number of Years (if any): | Estimated Annual Debt Service (Initial Fiscal Year):<br>Maximum Number of Years Allowed: |
|--------------------------------------------------------------------------|------------------------------------------------------------------------------------------|



**TOWN OF TOWNSEND CAPITAL PLANNING COMMITTEE  
FORM B - EQUIPMENT PURCHASE/LEASE REQUEST**

|                                                                                                                                                                                                                                                                                                                  |             |                                                                                                                                                         |         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| 1. Department <b>Water</b>                                                                                                                                                                                                                                                                                       |             | 2. Date: <b>11/10/2014</b>                                                                                                                              |         |
| 3. Contact Person & Title: <b>Paul Rafuse</b>                                                                                                                                                                                                                                                                    |             | 4. Phone:                      Extension:<br><b>978-597-2212</b>                                                                                        |         |
| 5. Project Title: <b>Purchase a fuel efficient vehicle</b>                                                                                                                                                                                                                                                       |             | 6. Contact Email Address:<br><a href="mailto:prafuse@townsend.ma.us">prafuse@townsend.ma.us</a>                                                         |         |
| 7. Purpose of Equipment Request Form (check):<br><input type="checkbox"/> Add a New Equipment to the CIP<br><input type="checkbox"/> Modify a Equipment Already in the CIP<br><input checked="" type="checkbox"/> Resubmit Previous Equipment Request<br>If Prior Unfunded Request, What FY 1st Submitted? _____ |             | 8. Fiscal Year Requested in CIP: <b>15</b>                                                                                                              |         |
|                                                                                                                                                                                                                                                                                                                  |             | 9. Department Priority: <b>2</b>                                                                                                                        |         |
|                                                                                                                                                                                                                                                                                                                  |             | 10. Form of Acquisition (check):<br><input checked="" type="checkbox"/> Purchase <input type="checkbox"/> Lease <input type="checkbox"/> Lease/Purchase |         |
| 11. Purpose of Expenditure (check all applicable):                                                                                                                                                                                                                                                               |             |                                                                                                                                                         |         |
| <input type="checkbox"/> Increased Safety/Emergency                                                                                                                                                                                                                                                              |             | <input type="checkbox"/> Reduce Personnel Time <input type="checkbox"/> Expanded Service                                                                |         |
| <input type="checkbox"/> Mandated by Federal, State, or Local Law                                                                                                                                                                                                                                                |             | <input checked="" type="checkbox"/> Scheduled Replacement <input type="checkbox"/> New Operation                                                        |         |
| <input type="checkbox"/> Improve Procedures, Records, etc.                                                                                                                                                                                                                                                       |             | <input checked="" type="checkbox"/> Replace Worn-Out Equipment <input type="checkbox"/> Present Equipment Obsolete                                      |         |
| 12. Number of Units Requested: <b>1</b>                                                                                                                                                                                                                                                                          |             | 13. Number of Similar Items in Inventory: <b>0</b>                                                                                                      |         |
| 14. Cost of Purchase or Annual Lease:<br>Per Unit: <b>\$20,000.00</b> Total: <b>\$20,000.00</b>                                                                                                                                                                                                                  |             | 15. Estimated Useful Life in Years:<br><b>6-8</b>                                                                                                       |         |
| 16. Description/Justification (attach any relevant background information):<br><b>This to replace the Supervisor's Truck.</b>                                                                                                                                                                                    |             |                                                                                                                                                         |         |
| 17. Replaced Equipment (if any):                                                                                                                                                                                                                                                                                 |             |                                                                                                                                                         |         |
| Item                                                                                                                                                                                                                                                                                                             | Make        | Age                                                                                                                                                     | Mileage |
| A.                                                                                                                                                                                                                                                                                                               |             |                                                                                                                                                         |         |
| B.                                                                                                                                                                                                                                                                                                               |             |                                                                                                                                                         |         |
| 18. Recommended Disposal of Replaced Equipment (check):<br><input checked="" type="checkbox"/> Trade-In <input type="checkbox"/> Sale <input type="checkbox"/> Possible Use by Other Agencies <input type="checkbox"/> Other _____                                                                               |             |                                                                                                                                                         |         |
| 19. Estimated Net Effects on Future Operating Costs (+/-):                                                                                                                                                                                                                                                       |             | 20. Recommended Financing Source (if known):                                                                                                            |         |
|                                                                                                                                                                                                                                                                                                                  | One-Time \$ | Annual \$                                                                                                                                               |         |
| Personnel                                                                                                                                                                                                                                                                                                        |             |                                                                                                                                                         |         |
| Utilities                                                                                                                                                                                                                                                                                                        |             |                                                                                                                                                         |         |
| Supplies                                                                                                                                                                                                                                                                                                         |             |                                                                                                                                                         |         |
| Other (specify):                                                                                                                                                                                                                                                                                                 |             |                                                                                                                                                         |         |
| <b>TOTAL</b>                                                                                                                                                                                                                                                                                                     | \$ -        | \$ -                                                                                                                                                    |         |
|                                                                                                                                                                                                                                                                                                                  |             | 21. Signature:                                                                                                                                          |         |

Notes (reserved):

|                                                                                                             |                                                                                                                      |
|-------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|
| For Capital Planning Committee's Use Only:<br>Recommended Number of Years (if any):<br>Statutory Reference: | Estimated Annual Debt Service (Initial Fiscal Year):<br>Maximum Number of Years Allowed:<br>Date Estimated Provided: |
|-------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|

**TOWN OF TOWNSEND CAPITAL PLANNING COMMITTEE  
FORM B - EQUIPMENT PURCHASE/LEASE REQUEST**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |             |     |           |                                                                                                                                                         |                 |              |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-----|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|--------------|--|
| 1. Department: <b>Water</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |             |     |           | 2. Date: <b>11/10/2014</b>                                                                                                                              |                 |              |  |
| 3. Contact Person & Title: <b>Paul Rafuse</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |             |     |           | 4. Phone:                      Extension:<br><b>978-597-2212</b>                                                                                        |                 |              |  |
| 5. Project Title: <b>Purchase of a 1 Ton Dump Truck</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |             |     |           | 6. Contact Email Address:<br><a href="mailto:prafuse@townsend.ma.us">prafuse@townsend.ma.us</a>                                                         |                 |              |  |
| 7. Purpose of Equipment Request Form (check):<br><input type="checkbox"/> Add a New Equipment to the CIP<br><input type="checkbox"/> Modify a Equipment Already in the CIP<br><input checked="" type="checkbox"/> Resubmit Previous Equipment Request<br>If Prior Unfunded Request, What FY 1st Submitted? _____                                                                                                                                                                                                                                          |             |     |           | 8. Fiscal Year Requested in CIP: <b>17</b>                                                                                                              |                 |              |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |             |     |           | 9. Department Priority: <b>2</b>                                                                                                                        |                 |              |  |
| 11. Purpose of Expenditure (check all applicable):<br><input type="checkbox"/> Increased Safety/Emergency <input type="checkbox"/> Reduce Personnel Time <input type="checkbox"/> Expanded Service<br><input type="checkbox"/> Mandated by Federal, State, or Local Law <input checked="" type="checkbox"/> Scheduled Replacement <input type="checkbox"/> New Operation<br><input type="checkbox"/> Improve Procedures, Records, etc. <input checked="" type="checkbox"/> Replace Worn-Out Equipment <input type="checkbox"/> Present Equipment Obsolete |             |     |           | 10. Form of Acquisition (check):<br><input checked="" type="checkbox"/> Purchase <input type="checkbox"/> Lease <input type="checkbox"/> Lease/Purchase |                 |              |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |             |     |           |                                                                                                                                                         |                 |              |  |
| 12. Number of Units Requested: <b>1</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |             |     |           | 13. Number of Similar Items in Inventory: <b>0</b>                                                                                                      |                 |              |  |
| 14. Cost of Purchase or Annual Lease:<br>Per Unit: <b>\$50,000.00</b> Total: <b>\$50,000.00</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                           |             |     |           | 15. Estimated Useful Life in Years:<br><b>6-8</b>                                                                                                       |                 |              |  |
| 16. Description/Justification (attach any relevant background information):<br><b>This is to replace our existing 2002 Ford F-450 1 ton dump truck used for construction and hauling of materials.</b>                                                                                                                                                                                                                                                                                                                                                    |             |     |           |                                                                                                                                                         |                 |              |  |
| 17. Replaced Equipment (if any):                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |             |     |           |                                                                                                                                                         |                 |              |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |             |     |           | Prior Fiscal Year's                                                                                                                                     |                 |              |  |
| Item                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Make        | Age | Mileage   | Maintenance Costs                                                                                                                                       | # of Breakdowns | Rental Costs |  |
| A.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |             |     |           |                                                                                                                                                         |                 |              |  |
| B.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |             |     |           |                                                                                                                                                         |                 |              |  |
| 18. Recommended Disposal of Replaced Equipment (check):<br><input checked="" type="checkbox"/> Trade-In <input type="checkbox"/> Sale <input type="checkbox"/> Possible Use by Other Agencies <input type="checkbox"/> Other _____                                                                                                                                                                                                                                                                                                                        |             |     |           |                                                                                                                                                         |                 |              |  |
| 19. Estimated Net Effects on Future Operating Costs (+/-):                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |             |     |           | 20. Recommended Financing Source (if known):                                                                                                            |                 |              |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | One-Time \$ |     | Annual \$ |                                                                                                                                                         |                 |              |  |
| Personnel                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |             |     |           |                                                                                                                                                         |                 |              |  |
| Utilities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |             |     |           |                                                                                                                                                         |                 |              |  |
| Supplies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |             |     |           |                                                                                                                                                         |                 |              |  |
| Other (specify):                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |             |     |           |                                                                                                                                                         |                 |              |  |
| <b>TOTAL</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | \$          | -   | \$        | -                                                                                                                                                       | 21. Signature:  |              |  |
| Notes (reserved):                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |             |     |           |                                                                                                                                                         |                 |              |  |

Notes (reserved):

|                                            |                                                      |
|--------------------------------------------|------------------------------------------------------|
| For Capital Planning Committee's Use Only: | Estimated Annual Debt Service (Initial Fiscal Year): |
| Recommended Number of Years (if any):      | Maximum Number of Years Allowed:                     |
| Statutory Reference:                       | Date Estimated Provided:                             |





Proposal From

**UTILITY SERVICE COMPANY, INC.**

1230 Peachtree St NE · Suite 1100 · Promenade · Atlanta, GA 30309

Toll-free: 855-526-4413 | Fax: 478-987-2991

utilityservice.com

3.7

Date: November 2, 2014

Submitted by: **Johnson**Local Phone: **508-523-6400**

SFID:

CN:

SO:

|                                                                |  |                                                                              |                                                                                                          |                                            |                                    |  |
|----------------------------------------------------------------|--|------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|--------------------------------------------|------------------------------------|--|
| Proposal Submitted To:<br><b>Townsend Water Department, MA</b> |  |                                                                              | Phone Number:<br><b>978-597-2212</b>                                                                     |                                            | Fax Number:<br><b>978-597-5611</b> |  |
| Street Address:<br><b>540 Main Street</b>                      |  |                                                                              | Description of Work to be Performed:<br><b>PAX Install PWM 200 / Washout / Chem Clean / Disinfection</b> |                                            |                                    |  |
| City:<br><b>West Townsend</b>                                  |  | State:<br><b>MA</b>                                                          | Zip Code:<br><b>01474</b>                                                                                | Tank Name:<br><b>Fitchburg Road Tank</b>   |                                    |  |
| Accounts Payable Contact Name:<br><b>Paul Rafuse</b>           |  | Email:<br><a href="mailto:profuse@townsend.ma.us">profuse@townsend.ma.us</a> |                                                                                                          | Job Site Address:<br><b>Fitchburg Road</b> |                                    |  |
| Job Contact (Inspection Reports):<br><b>same</b>               |  | Email:                                                                       |                                                                                                          | County / Parish:<br><b>Middlesex</b>       | Tank Size:<br><b>500 KG</b>        |  |
|                                                                |  |                                                                              |                                                                                                          | Tank Style:<br><b>STP</b>                  |                                    |  |

Utility Service Co., Inc. agrees to provide all labor, equipment, and materials needed to complete the following:

1. A date shall be coordinated by both parties for the Owner to drain the tank.
2. The interior floor and lower walls of the tank will be cleaned using a pressure washer to remove all mud, silt, and foreign sediment. The tank will not be rigged to pressure wash the roof unless specified by this agreement.
3. Apply NSF 60 approved patented chemical cleaning agent to the interior walls up to the high water line and to floor surfaces.
4. Fresh water rinse all interior surfaces to remove cleaning agent and dilute/neutralize residual concentrations. Pricing assumes that neutralized wash-water and sediment can be disposed of through on-site drainage.
5. Utility Service Co., Inc. shall furnish and install one (1) NSF Approved PAX Submersible Active Mixing system, together with all drives, motors, controls, and accessories necessary for a complete and operable active mixing system. PAX Submersible Active Mixing system shall consist of a low-voltage, water-filled submersible motor, an impeller, mounting tripod, float switch, and a non-submersible control center that houses all control electronics.
6. Owner will be required to provide 120 VAC, 15 Amp GFCI – Protected, 15 Amp Circuit power supply at the tank, and will be required to supply a certified electrician to make the final connection between the PAX Mixer and the power supply during the installation.
7. Owner will be responsible for all trenching, conduit, and electrical connections outside the tank, unless otherwise specified by this agreement.
8. Upon completion of PAX installation, USG will power up the PAX Active Mixing system and complete electrical system check/IAR on PAX Control Center to verify proper operation.
9. The tank will be disinfected in accordance with AWWA C652. The tank will be sealed and made ready for service.

PAX: \$26,785

CHEMICAL CLEAN: \$3,500

Please sign and date this proposal and fax one copy to our office.

**Thirty Thousand Two Hundred Eighty Five and -----00/100 Dollars \$30,285.00**

Payment to be made as follows:

Payment in Full Completion of Work – plus all applicable taxes

**Remittance Address: Utility Service Co., Inc., P O Box 674233, Dallas, TX 75267-4233**

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized  
USG SignatureNote: This proposal may be withdrawn by us if not accepted within Sixty (60) days.

**Acceptance of Proposal -** The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Fiscal Yr Beginning Month \_\_\_\_\_

Signature \_\_\_\_\_

Date of Acceptance \_\_\_\_\_

Printed Name \_\_\_\_\_

3.7



**Medora Corporation**  
3225 Highway 22 • Dickinson, ND 58601  
Tel: (701) 225-4495 • www.MedoraCo.com



## **Quotation: Potable Water Circulation Equipment for Townsend Tank**

**Date:** November 7, 2014

**Project #:** 6639

**To:** Paul Rafuse, Superintendent  
Townsend Water Department  
prafuse@townsend.ma.us • 978-597-2212

**From:** David Sullivan, David F. Sullivan & Assoc., Inc., Medora Co. local representative, Seabrook, NH  
davesullivan@davidfsullivan.com • 603-964-6305

Michelle McCadden, Medora Corporation Regional Manager, Stillwater, NY  
michelle.m@medoraco.com • 518-541-3543

Amy Dinius, Medora Corporation Sales Engineering Dept., Greeley, CO  
amy.dinius@medoraco.com • 866-437-8076

Dear Mr. Rafuse,

Thank you for requesting this quotation. We are very pleased to work with you to provide high quality potable water circulation equipment at an economical price. This project fits our capabilities well, and we will do everything possible to ensure your project flows smoothly and meets your goals and expectations. Please contact us with any questions.

Best Regards,

*Amy Dinius*

SolarBee / GridBee Team

## ***PROJECT DESCRIPTION***

### **1. Tank Location**

Townsend, MA

### **2. Tank Description**

The Townsend Tank description: Riveted-steel, ground storage tank, volume 500,000 gallons, height 34.10 feet, diameter 49.8 feet.

### **3. Project Objectives**

The objective is to provide thorough mixing of the tank to reduce water age, stagnation, stratification, short circuiting, and cold-climate ice buildup. Thorough mixing not only improves water quality, it also allows for representative sampling of the tank water, and disinfectant boosting if ever needed.

### **4. Medora Co. Recommendation/System Design for this Installation**

To meet the above objectives, we recommend the installation of one (1) GS-9-120 volt mixer. The minimum hatch size for this installation is 12" diameter. This unit requires 120 vAC power; which, is provided by the customer.

**Performance Guarantee:** These mixers will completely mix the subject tank. In continuous operation, (1) at least once per 24 hours all water temperatures within the tank shall converge to within 0.8 degrees C, and (2) at least once per 72 hours all chlorine concentrations within the tank shall converge to within 0.18 mg/l.



## PRICING

### 5. Equipment Cost - For Equipment and Option Details, See Attached Documents

#### GS Series Electric Mixers

| Quantity                                                                                                                 | Equipment Description                                    | Cost Each | Equipment Total |
|--------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|-----------|-----------------|
| 1                                                                                                                        | GS-9 -120v Submersible Electric Mixer:                   | \$4,830   | \$4,830         |
| 1                                                                                                                        | GS-9 Control Box with SCADA Monitoring:                  | \$1,080   | \$1,080         |
| 1                                                                                                                        | Disinfectant Boost System:                               | \$8,580   | \$8,580         |
| 1                                                                                                                        | Chemical Injection Line Kit:                             | \$300     | \$300           |
| 60                                                                                                                       | 3/8 Exterior SS Chemical Injection Hose (priced by foot) | \$5.60    | \$336           |
| Equipment Subtotal:                                                                                                      |                                                          |           | \$15,126        |
| Applicable Taxes: To Be Determined                                                                                       |                                                          |           |                 |
| Factory Delivery, Installation and Startup (If the power source for the mixer is available at the time of installation): |                                                          |           | \$9,875         |
| Equipment, Delivery, and Placement Total:                                                                                |                                                          |           | \$25,001        |



## **POTABLE WATER OPTIONS**

| <b>Options for GS Series Electric Mixers</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                   |
|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| Chemical Injection Line Kit                  | 75 ft Long x 1/2" ID injection hose kit, connects to fitting on intake of mixer and to top of tank, shipped loose with machine for customer / contractor installation.                                                                                                                                                                                                                                                                                                                                            | \$300 per mixer   |
| Motor Control Panel<br>SCADA not included    | IEEC UL listed Motor Control Panel 120 /1ph, Fiberglass 4X enclosure 10" x 8" x 6", including: HOA, overload, reset, pilot light, hinged door accepts padlock, SCADA not included. Shipped with mixer for electrical contractor installation.                                                                                                                                                                                                                                                                     | \$488 per mixer   |
| Portable Disinfectant Boost System           | <i>Consider when occasional on-site boosting is desired.</i> Portable Disinfectant Boost System (designed to be installed in the back of a pickup), safe, durable chemical transfer system to boost disinfectant in potable water reservoirs. Boosting rate up to 4 gpm, one system can treat multiple tanks, approximate dimensions: 20" W x 52" L x 20" H. Air compressor (4 cfm @ 60 psi) is required to operate the air-powered diaphragm pump; air compressor not included. Brochure available upon request. | \$8,600           |
| THM Removal System                           | Effective and economical spray nozzle system that works in conjunction with a GridBee / SolarBee mixer to strip TTHM from potable water storage tanks and clearwells. For more information on the THM removal system, please contact us or visit MedoraCo.com.                                                                                                                                                                                                                                                    | Call for pricing. |

## ***TERMS***

### **6. General Provisions**

**A. Equipment Purchase, Not a Construction Project:** This equipment is portable, and can be easily relocated or removed entirely from the premises at any time. It does not become an integral part of any building or other structure, or part of "real estate." Therefore, to purchase it, the City should use the same procedure as for purchasing other portable equipment, such as a forklift, a drill press, or an office desk. Medora reserves the right not to accept an order if the purchase is incorrectly characterized as a "construction" project." Medora has not found any State or other jurisdiction where construction or contractor statutes apply to portable equipment that is sold by a factory, with on-site final assembly and placement performed by factory personnel.

**B. Assumptions:** This quotation may be based on worksheets, calculations or other information that has been provided by the City. The City should bring to Medora's attention any discrepancies, errors in data, or false assumption that Medora may have made while preparing this quotation.

**C. Expiration:** This quotation expires in 90 days, or on the date of any new quotation for this project, whichever is sooner.

**D. Delivery Time:** Delivery is scheduled at time of order, and is usually between 4 and 8 weeks.

**E. Payment Terms:** For a federal, state, or local government purchaser with a good credit rating, full payment is due in US dollars 30 days after invoice date, which is generally the date when the goods leave the Medora factory. For a non-government purchaser, full payment must be made by credit card or cashier's check before the goods leave the Medora factory though, in some cases, based on availability of a payment bonding or a bank Letter of Credit, 30 day credit terms may be extended upon special request by the purchaser. If there are any issues with these payment terms, please do not rely on this quotation until the issues have been resolved with Medora.

**F. Add for Taxes and Any Governmental Fees:** Except as indicated above, no taxes, tariffs or other governmental fees are included in the quote shown above, nor are there any costs added for special insurance coverage the customer may require. It is the customer's responsibility to pay all local, state, and federal taxes, including, sales and use taxes, business privilege taxes, and fees of all types relating to this sale, whether they are imposed on either Medora or the customer, or whether these taxes and fees are learned about after the customer orders the equipment. The customer's purchase order should indicate any taxes or fees due on equipment and/or services, and whether the customer will pay them directly to the governing body or include the tax payment with the purchase for Medora to submit them to the governing body.

**G. Add for Special Insurance Requirements:** Medora Corporation maintains adequate liability and workman's compensation insurance to generally comply with its requirements for doing business in all fifty U.S. states, and will provide at no charge certificates of insurance when requested. However, if additional insurance or endorsements beyond the company's standard policy are required by the customer, then the costs of those additional provisions and/or endorsements will be invoiced to the customer after the costs become known.

**H. Add for Special Training, Safety, Signage, or Other Requirements:** Medora has a very strong safety training program for its employees. If any special training classes for Medora personnel are required by the customer, please notify Medora well in advance. The cost of this training will be added to this quotation or invoiced to the customer separately. The same applies to any other special requirements the customer may have, including providing of project signage or any other requirement.



**I. Safe and Accessible Tank Condition Required.** This quotation is based on the best information made available to us by the above date. If this equipment is ordered, Medora's engineering and installation team will need detail information and photographs to plan the installation. If the detail information changes the installation scope significantly, Medora reserves the right to withdraw or alter this quotation, even if the equipment has already been ordered. To avoid surprises, the City should supply detailed tank information and photos as soon as possible. To ensure the safety of Medora's installation crews, it is the City's responsibility to make sure that all antennas (radio, cell phone, other) located at or near the tank site are inactivated during the installation and/or service of this equipment.

**J. Customer to Follow Medora's Maintenance and Safety Guidelines:** The customer agrees to follow proper maintenance, operating, and safety instructions regarding the equipment as contained in the safety manual that accompanies the equipment or is sent to the customer's address.

**K. Regulatory Compliance.** The customer must comply with all applicable Federal and State governmental regulations. It is the customer's sole responsibility to inquire about governmental regulations and ensure that GridBee and SolarBee equipment is deployed and maintained so as to remain in compliance with these regulations and guidelines, and to hold Medora harmless from any liability caused by non-compliance with these regulations and guidelines.

**L. Warranty.** Medora Corporation has the best parts and labor warranties that we are aware of in the industry. The details of the Warranty which applies to this project are either attached to this document or are available at:  
<http://potablewater.medoraco.com/potablewater/product-information>

## 7. To Accept This Quotation

**To order the equipment,** please issue a purchase order to Medora Corporation, 3225 Hwy. 22, Dickinson, ND 58601. The purchase order can be mailed to the address above, faxed to 866-662-5052, or emailed to the home office at [orderprocessing@medoraco.com](mailto:orderprocessing@medoraco.com). The purchase order should refer to the date of this quotation, and will be assumed to include this entire quotation by reference.

If purchase orders are not utilized, please sign and date below, provide billing information, and fax to 866-662-5052 or email to [orderprocessing@medoraco.com](mailto:orderprocessing@medoraco.com).

Signing below acknowledges acceptance of this quotation. Please indicate which of the following options have been chosen (mixer type and shipping, on-site trainer or factory installation option):

Proposal Date: November 7, 2014

Project #: 6639

☐ Electric Mixer Purchase

☐ Equipment Options \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

**Portable Air-Operated Disinfectant Injection System  
for Potable Water Applications**

Frequent boosting with small doses of disinfectant chemical is far less costly than having a major problem occur in a tank.

Medora Corporation offers a portable, air-operated disinfectant injection system that is compatible with GridBee and SolarBee mixers in potable water applications. This system allows you to dose small amounts of disinfectant chemical (chlorine and chloramine) to maintain desired disinfectant residual levels.

With frequent monitoring and this portable boosting unit, you can easily give your customers the quality water they deserve.



**Features and Benefits**

The Disinfectant Boosting System is designed to pump the full range of concentrations of chlorine and chloramine, and features a 20-gallon chemical holding tank and a 5-gallon fresh water rinse tank.

**Compact, Contained and Portable Design**

Portable and self-contained, the system easily fits in small- to full-sized pickup truck boxes. It is designed to be operated by a wide range of portable air compressors, allowing the user to dose multiple locations with simple rinse and air purge cycles at each location.

**Self-priming Configuration**

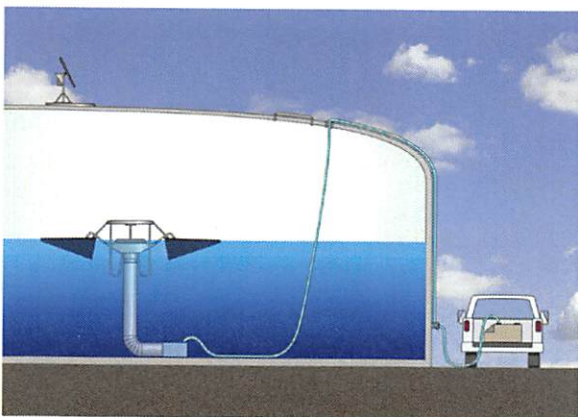
Pump location allows flooded suction from both chemical and rinse water holding reservoirs. Pump is located inside containment enclosure for minimized user exposure and safe operation.

**Corrosion Resistant Components**

All wetted material components are chemically compatible with chlorine and chloramine. Stainless steel hardware and containment on non-wetted parts are utilized for atmospheric corrosion resistance.

**Flow and Liquid Level Indication**

Level indicators, precise to fractions of a gallon, show the liquid level of the chemical holding tank. Flow indicators located on the control panel provide a visual indication of fluid transfer.



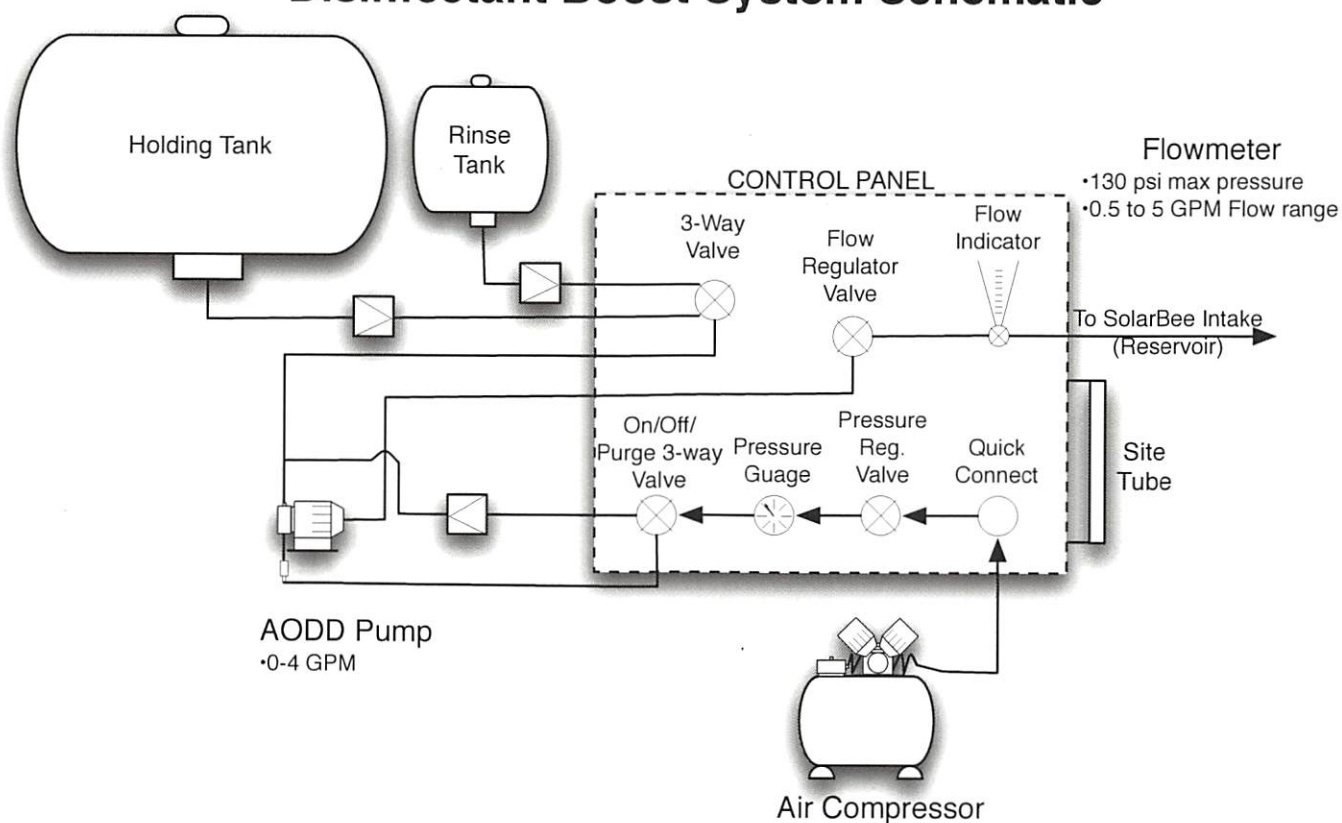
**Three Stage Chemical Boosting System**

Easily dose the disinfectant chemical with the high performance air-operated double-diaphragm (AODD) pump, discharging at a rate of 0.5 gpm to 4.0 gpm with heads of up to 100 psi or 200+ ft. Operate the control valve to switch from chemical pumping to rinse water pumping. Purge the injection lines dry using the air compressor which operates the AODD pump.



|                                |                                                                                                                                             |
|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|
| Technology Description:        | Safe, durable chemical transfer system to boost sodium hypochlorite in potable water reservoirs.                                            |
| Dimensions & Weight:           | 20" Wide X 24" Tall X 56" Length,<br>Empty Tank (Dry) Weight: 120 lb Full Tank (Wet) Weight: 325 lb                                         |
| AODD Pump:                     | Air Operated Double-Diaphragm pump. 0 to 4 GPM discharge.                                                                                   |
| Air Compressor: (not included) | Portable (ie. gas engine) air compressor required to operate system. Air compressor not included. 4cfm at 60psi required.                   |
| Skid/Base:                     | 316 stainless steel construction. Provides secondary containment.                                                                           |
| Chemical Hose:                 | 30 ft of 3/8" flexible teflon chemical hose jacketed with stainless steel braid sheathing included. 100psi max pressure.                    |
| Flow indicator                 | Flow indicator and regulating valve. All materials compatible with sodium hypochlorite.                                                     |
| Holding Tank:                  | 20 gallon capacity chlorine holding tank, and 5 gallon capacity rinse tank. High density linear polyethylene (HDLPE) material construction, |
| Warranty:                      | Limited 1 year parts and labor warranty.                                                                                                    |

## Disinfectant Boost System Schematic



Locally Represented By:

**Medora Corporation**  
 3225 Hwy 22 • Dickinson, ND 58601  
 Ph +1 866 437 8076 • www.medoraco.com  
 DBS\_20130729 • © 2013 Medora Corporation

## GS-9 FEATURES

|                                                     |                                                                                                                                                                                                              |
|-----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Technology Description</b>                       | Submersible, grid powered, circulation equipment for potable water tanks and reservoirs. Designed for continuous operation and can be installed through roof hatch without requiring tank entry.             |
| <b>Minimum Access Opening / Machine Size/Weight</b> | Machine can be installed through 12 inch (30 cm) diameter opening. Assembled machine is 2 feet (0.6 meter) in length X 10 inch (25.4 cm ) in diameter and weighs 65 pounds (34 kg).                          |
| <b>Materials of Construction</b>                    | 316 stainless steel shell and hardware construction. GS-9 has been constructed using safe materials for contact with potable water. See certifications section below.                                        |
| <b>Submersible Motor</b>                            | Submersible motor, designed for continuous operation, low power requirement, direct drive, no gearbox and no lubrication schedule required. See certifications section below.                                |
| <b>Power Supply</b>                                 | The standard 120VAC motor requires 120VAC/1PH power source outlet (20 Amp Service), nominal power consumption is 750 Watts. The GS-9 120v unit draws approximately 11.0 Amps @ 120VAC / 60Hz.                |
| <b>Wiring</b>                                       | 75 ft (22 m) of submersible power conductor included to terminate within junction box at top of tank. Junction box, also included.                                                                           |
| <b>Sealed Tank Fitting</b>                          | 316 stainless steel tank fitting and cord grip included for sealed cord entry through tank roof.                                                                                                             |
| <b>Retrieval Chain</b>                              | 75 ft (22 m) of 316 stainless steel retrieval chain included for machine installation and retrieval without requiring tank entry.                                                                            |
| <b>Chlorine Boost Connection</b>                    | Chlorine boost connection point, 3/8" NPT Male, on machine for adapting to 1/2" (13mm) hose for fast chlorine dispersion during in-reservoir boosting.                                                       |
| <b>Low Elevation Intake</b>                         | Intake draws water in a horizontal layer within 8 inches (15 cm) of the tank or reservoir floor. Suspension kit included for suspending the GS-9 if required.                                                |
| <b>Minimum Water Depth</b>                          | At depths below 2 feet (0.6 meters), the machine should be shut off to prevent damage.                                                                                                                       |
| <b>Accessories Available</b>                        | (1) Portable Chlorine Boost Hose and Boost Pump System, (2) Control and SCADA Panel                                                                                                                          |
| <b>Warranty</b>                                     | Limited 5-year parts and labor warranty.                                                                                                                                                                     |
| <b>Certifications</b>                               | Medora Corporation's potable water products are certified to ANSI/NSF Standard 61, including Annex G for low-lead content. Learn more at: <a href="http://www.medoraco.com/std61">www.medoraco.com/std61</a> |

Subject to change without notice.

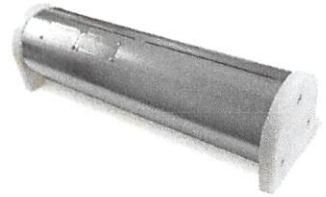


## GridBee GS-9 Submersible Mixer

GridBee GS-9 submersible mixer thoroughly mixes potable water storage tanks of a wide size range - especially the bottom three feet, the most critical part of the tank. Economical to purchase and operate, the electric GS-9 is easily installed by lowering through any 12" or larger tank hatch. There is no need to enter or drain the tank.

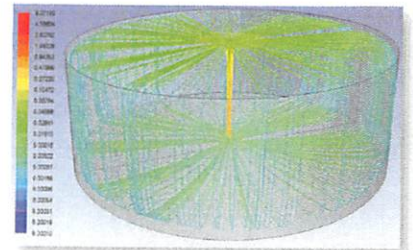
### Features & benefits of the GS-9 submersible mixer:

- Eliminate ice damage to tanks in cold climates
- Provide uniform water age and disinfectant distribution
- Prevent stagnation, thermal stratification, and short-circuiting
- Reduce nitrification in chloraminated systems
- Use less disinfectant and produce fewer disinfection byproducts
- Thoroughly mixes entire tank, including floor and walls where bacteria builds up
- Low power consumption
- Low-impact feet and endcaps will not damage interior tank coatings
- Optional NEMA 4X control box with SCADA monitoring
- Compatible with disinfectant boost and THM removal systems
- Suspension kit included to keep mixer off tank floor if desired



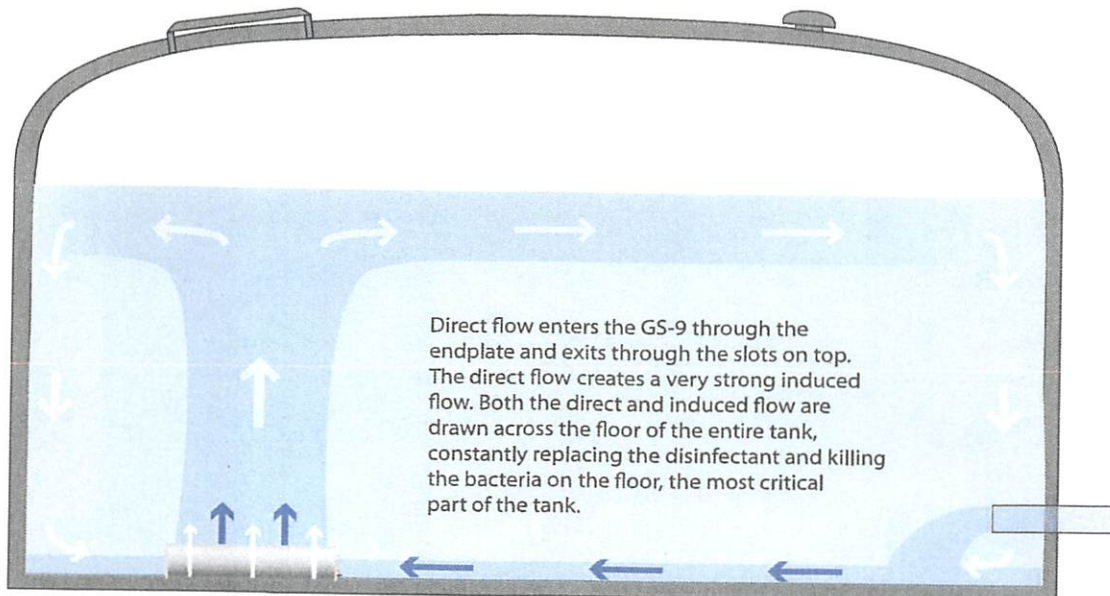
### Specifications:

- Dimensions: 24 inches (62 cm) long, 11.5 inches (30 cm) diameter
- Weight: 60 pounds (28 kg); shipping weight 100 pounds (46 kg)
- 120v standard; 240v option available
- Five year parts and labor warranty



CFD Modeling Available for  
Your Tank!

Medora Corporation's potable water products are certified to **NSF/ANSI Standard 61**, including Annex G for low-lead content. Learn more at [www.medoraco.com/std61](http://www.medoraco.com/std61).



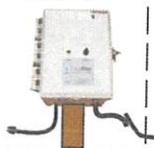


## Installation Overview

**Electrician to provide:**

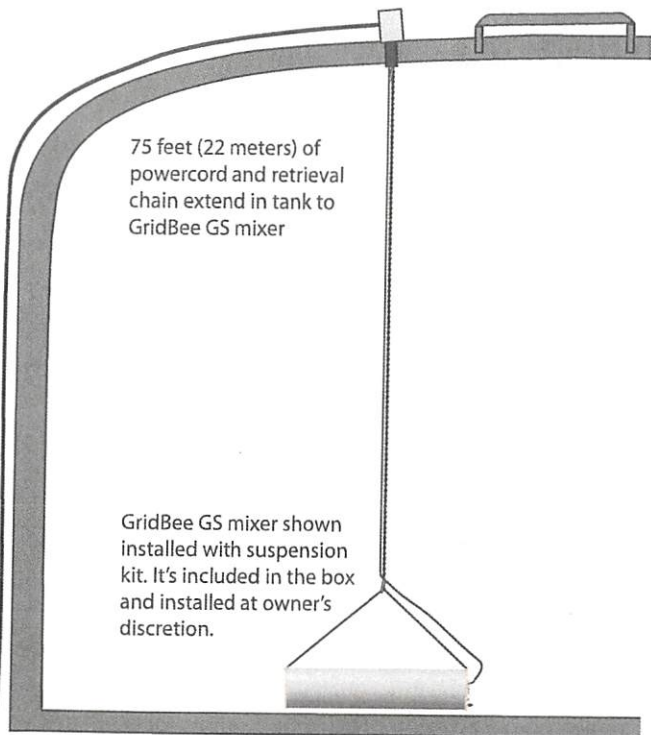
- 1) 120v standard power outlet
- 2) Power cord to run to roof top junction box

*Optional NEMA 4X control box with SCADA monitoring*



75 feet (22 meters) of powercord and retrieval chain extend in tank to GridBee GS mixer

GridBee GS mixer shown installed with suspension kit. It's included in the box and installed at owner's discretion.



## Package Contents

GridBee  
GS-9  
Submersible  
Mixer



Kellum Grip Cord  
Strain Relief



Mounting  
Feet



Junction Box

1-5/16"  
Hole Saw



Retrieval  
Chain

Cord Grip



Quick Link



Operations  
Manual

75 feet (22 meters) of power cord  
and retrieval chain



Lexel Sealant



Cord  
Penetrator Bolt



Suspension  
Kit



Chain Grab Tools

**SolarBee®** and **GridBee®** are brands of Medora Corporation

**Medora Corporation**

3225 Hwy 22 • Dickinson, ND 58601

Ph +1 866 437 8076 • [www.medoraco.com](http://www.medoraco.com)

GS9\_20140513 • © 2014 Medora Corporation

Locally Represented By:

3.7

**TOWNSEND WATER DEPARTMENT  
HIGHLAND STREET TANK UV  
OPINION OF PROBABLE CONSTRUCTION COST**

Updated 11/10/14

**GENERAL CONDITIONS**

|                                                 |          |
|-------------------------------------------------|----------|
| Insurance, Bonds, Mobilization, Permits         |          |
| Supervision, Testing, Etc. (5% of Construction) | \$10,575 |

**SITE WORK**

|                  |          |
|------------------|----------|
| Earthwork        | \$12,000 |
| Site Water Mains | \$8,000  |

*Sub-total* \$20,000

**BUILDINGS**

|                   |          |
|-------------------|----------|
| Pre-Cast Building | \$36,000 |
| Painting          | \$5,000  |
| Miscellaneous     | \$2,000  |

*Sub-total* \$43,000

**EQUIPMENT**

|                                       |          |
|---------------------------------------|----------|
| 12" Trojan UV Reactor                 | \$98,500 |
| Flow Meter                            | \$12,000 |
| Chemical Feed System Tanks and piping | \$6,500  |
| Chemical Feed System Equipment        | \$3,000  |
| Process Piping                        | \$8,500  |

*Sub-total* \$128,500

**ELECTRICAL WORK**

|                 |         |
|-----------------|---------|
| Power           | \$6,400 |
| Electrical Gear | \$6,600 |
| Instrumentation | \$5,600 |
| Misc. Equipment | \$1,400 |

*Sub-total* \$20,000

|                                           |                  |
|-------------------------------------------|------------------|
| <i>Construction Sub-total</i>             | \$222,075        |
| <i>10% Construction Contingency</i>       | \$22,208         |
| <i>Civil / Site Design</i>                | \$19,500         |
| <i>Electrical Design</i>                  | \$5,000          |
| <i>Total Construction (ENR = 9870.12)</i> | <u>\$268,783</u> |

2.9

From: "Andy Sheehan" <asheehan@townsend.ma.us>  
 To: "Cindy King" <ckingmsw@gmail.com ...snip...  
 "Brenda Boudreau" <bboudreau@townsend.ma.us>  
 Subject: FW: Freecash Approval Notification for Townsend

Attached please see the General Fund and Water Enterprise Fund free cash certifications.

From: recapdata@dor.state.ma.us [mailto:recapdata@dor.state.ma.us]  
 Sent: Friday, October 24, 2014 7:11 AM  
 To: assessors@townsend.ma.us; vtidman@townsend.ma.us; sml412@comcast.net; clerk@townsend.ma.us; kcanfield@townsend.ma.us; asheehan@townsend.ma.us;  
 kfales@townsend.ma.us; kstacy@townsend.ma.us; colinmmcnabb@gmail.com; selectmen@townsend.ma.us  
 Subject: Freecash Approval Notification for Townsend

**Massachusetts Department of Revenue Division of Local Services**  
 Amy Pitter, Commissioner  
 Robert G. Nunes, Deputy Commissioner & Director of Municipal Affairs

Friday, October 24, 2014

Kimberley Fales  
 Accountant  
 Town of Townsend

**Re: NOTIFICATION OF FREE CASH APPROVAL - Townsend**

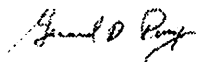
Based upon the unaudited balance sheet submitted, I hereby certify that the amount of available funds or "free cash" as of July 1, 2014 for the Town of Townsend is:

|                       |            |
|-----------------------|------------|
| General Fund          | \$ 950,279 |
| Water Enterprise Fund | \$ 312,086 |

This certification is in accordance with the provisions of G. L. Chapter 59, §23, as amended.

Certification letters will be e-mailed to the mayor/manager, board of selectmen, prudential committee, finance director and treasurer immediately upon approval, provided an e-mail address is reported in DLS' Local Officials Directory. Please forward to other officials that you deem appropriate.

Sincerely,



Gerard D. Perry  
 Director of Accounts

cc:

assessors@townsend.ma.us;vtidman@townsend.ma.us;sml412@comcast.net;clerk@townsend.ma.us;kcanfield@townsend.ma.us;asheehan@townsend.ma.us;kfales@townsend

.....  
 This email and any files transmitted with it are confidential and  
 intended solely for the use of the individual or entity to whom they  
 are addressed. If you have received this email in error please notify  
 the system manager at postmaster@dor.state.ma.us.  
 .....

## Accounts to be put to lien October 2014

| Acct#  | Name               | Address                  | User     | Service | Back | F | Late   | Total           | Last Payme | Amount |
|--------|--------------------|--------------------------|----------|---------|------|---|--------|-----------------|------------|--------|
| 60413  | BAC Home Loans     | 306 Main Street          | 12.50    |         |      |   | 3.32   | <b>15.82</b>    | 37.50      | Nov-11 |
| 60179  | Vacant             | 33 West Meadow Est Drive | 299.77   | 70.00   |      |   | 19.81  | <b>389.58</b>   | 100.00     | Oct-13 |
| 60015  | Reginald Arsenault | 520 Main Street          | 502.00   |         |      |   | 13.23  | <b>515.23</b>   | 80.97      | Nov-13 |
| 60911a | Julie Norton       | 20 Center Street         | 617.59   | 25.00   |      |   | 22.34  | <b>664.93</b>   | 150.00     | May-13 |
| 60934  | Albert Boucher     | 5 Mill Street            | 325.31   |         |      |   | 27.14  | <b>352.45</b>   | 50.00      | Feb-14 |
| 60741  | Robert Simms       | 51 Meadow Road           | 753.00   |         |      |   | 6.10   | <b>759.10</b>   | 1,007.42   | Apr-12 |
| 61111  | Carol Waite        | 113 Main street          | 189.00   |         |      |   | 39.97  | <b>228.97</b>   | 162.00     | Nov-10 |
| 3750   | Christina Doucette | 76 Maplewood Dr          | 1,008.50 |         |      |   | 122.39 | <b>1,130.89</b> | 100.00     | Nov-13 |
| 80     | Michelle Viviano   | 94 South Harbor          | 625.37   |         |      |   | 7.30   | <b>632.67</b>   | 101.57     | May-14 |
| 481    | Bernard Perighy    | 19 Beech Street          | 619.86   |         |      |   | 15.54  | <b>635.40</b>   | 60.00      | Jul-14 |
| 741    | Joseph Donahue     | 11 Maplewood             | 573.55   |         |      |   | 36.76  | <b>610.31</b>   | 50.00      | Mar-14 |
| 2940   | David Fredricks    | 46 Ash Street            | 753.00   |         |      |   | 21.32  | <b>774.32</b>   | 150.00     | May-14 |
| 2980   | Paul Tanguay       | 43 Ash Street            | 697.80   |         |      |   | 4.83   | <b>702.63</b>   | 100.00     | Sep-14 |
| 3200   | Karol Destefano    | 53 Ash Street            | 765.10   |         |      |   | 46.48  | <b>811.58</b>   | 100.00     | Mar-14 |
| 3560   | Robert Swift       | 8 Oak Circle             | 812.06   |         |      |   | 18.01  | <b>830.07</b>   | 468.60     | Apr-14 |
| 3590   | Kevin Pelletier    | 2 Oak Circle             | 1,170.82 |         |      |   | 28.85  | <b>1,199.67</b> | 75.00      | Jun-14 |
| 4110   | Ray Lelievre       | 17 Ponderosa             | 689.77   |         |      |   | 17.02  | <b>706.79</b>   | 200.00     | Aug-14 |
| 4610   | Gary Hanson        | 9 Virgo Lane             | 575.63   |         |      |   | 41.88  | <b>617.51</b>   | 150.00     | Mar-14 |
| 60044  | Deb Marshall       | 428 Main Street          | 941.02   |         |      |   | 11.74  | <b>952.76</b>   | 100.00     | Sep-14 |
| 60047  | V Mastroianni      | 418 Main Street          | 768.00   |         |      |   | 42.11  | <b>810.11</b>   | 274.16     | Dec-13 |
| 60118  | Gary Shepherd      | 455 Main Street          | 663.26   | 0.42    |      |   | 63.33  | <b>727.01</b>   | 113.22     | May-13 |
| 60201  | Michael Fahy       | 26 Horseshoe Drive       | 1,055.46 |         |      |   | 17.74  | <b>1,073.20</b> | 675.00     | Jul-14 |
| 60213  | R Perry            | 2 Horseshoe Drive        | 613.75   |         |      |   | 19.90  | <b>633.65</b>   | 250.00     | May-14 |
| 60214  | J Giardina         | 1 Horseshoe              | 1,243.65 |         |      |   | 76.05  | <b>1,319.70</b> | 350.00     | Feb-14 |
| 60366  | R Latham           | 8 Fox Run                | 596.11   |         |      |   | 12.69  | <b>608.80</b>   | 396.37     | Feb-14 |
| 60375  | D Varno            | 81 West Elm              | 621.87   |         |      |   | 28.76  | <b>650.63</b>   | 100.00     | May-14 |
| 60448  | T Martin           | 323 Main Street          | 617.78   |         |      |   | 16.84  | <b>634.62</b>   | 40.00      | Aug-14 |

|       |                     |                           |          |        |       |        |                 |          |        |
|-------|---------------------|---------------------------|----------|--------|-------|--------|-----------------|----------|--------|
| 60558 | R Sullivan          | 17 School Street          | 1,659.12 |        |       | 8.69   | <b>1,667.81</b> | 100.00   | Sep-14 |
| 60659 | E Hatch             | 69 Brookline              | 680.06   |        |       | 146.70 | <b>826.76</b>   | 409.89   | Sep-13 |
| 60722 | R Brouillette       | 79 Highland               | 657.34   |        |       | 66.47  | <b>723.81</b>   | 606.87   | Jun-13 |
| 60765 | J Mance             | 40 Highland street        | 996.04   |        |       | 93.83  | <b>1,089.87</b> | 200.00   | Sep-13 |
| 60776 | S Webber            | 27 Highland St            | 625.24   |        |       | 14.86  | <b>640.10</b>   | 300.00   | Sep-14 |
| 60804 | G Debwardinis       | 53 Fitchburg Road         | 573.59   |        |       |        | <b>573.59</b>   | 150.00   | 14-Oct |
| 60825 | J Goyette           | 6 Emery Road              | 730.22   |        |       | 25.80  | <b>756.02</b>   | 100.00   | May-14 |
| 60828 | * R Wood            | 96 Fitchburg Road         | 574.97   |        |       |        | <b>574.97</b>   | 50.00    | Nov-14 |
| 60837 | Pine Ridge          | 56 Fitchburg Road         | 2696.56  |        |       |        | <b>2,696.56</b> | 1,351.00 | Oct-14 |
| 60838 | Pine Ridge          | 52 Fitchburg Road         | 3415.48  |        |       |        | <b>3,415.48</b> | 1,776.40 | Oct-14 |
| 60839 | Pine Ridge          | 48 Fitchburg Road         | 2024.42  |        |       |        | <b>2,024.42</b> | 3,388.12 | Oct-14 |
| 60840 | Pine Ridge          | 44 Fitchburg Road         | 3511.2   |        |       |        | <b>3,511.20</b> | 1,724.28 | Oct-14 |
| 60841 | Pine Ridge          | 40 Fitchburg Road         | 3622.7   |        |       |        | <b>3,622.70</b> | 1,597.66 | Oct-14 |
| 60863 | D O'Grady           | 7 Partridge Circle        | 514.34   |        |       |        | <b>514.34</b>   | 171.65   | Oct-14 |
| 60921 | WS Wood             | 222 Main Sophia's Pizza   | 1099.28  |        |       | 21.00  | <b>1,120.28</b> | 369.20   | Jun-14 |
| 60927 | WS Wood             | 222 Main Champion Cleanse | 578.59   |        | 50.00 | 12.62  | <b>641.21</b>   | 300.00   | Jul-14 |
| 60939 | H Rodriguez         | 146 Main Street           | 531      |        |       | 81.47  | <b>612.47</b>   | 35.00    | Sep-12 |
| 60983 | B Kilbane           | 21 Warren Road            | 678.19   |        |       | 27.10  | <b>705.29</b>   | 150.00   | May-14 |
| 60995 | R Eggleston         | 22 Warren Road            | 818.48   |        |       | 65.91  | <b>884.39</b>   | 400.00   | Dec-13 |
| 61044 | Y Dimopoulos        | 2 Shirley Road            | 563.34   |        |       | 39.50  | <b>602.84</b>   | 100.00   | Feb-14 |
| 61104 | S Michael           | 14 Reagan Road            | 809.21   |        |       | 25.63  | <b>834.84</b>   | 100.00   | Jun-14 |
| 61143 | Townsend Ctr Realty | 241 Main Street           | 425.87   | 606.65 |       | 20.20  | <b>1,052.72</b> | 500.00   | Aug-14 |
| 61147 | R Whittemore-Beaud  | 3 Depot Street EXT        | 820.77   |        |       | 58.28  | <b>879.05</b>   | 250.00   | Mar-14 |
| 61219 | W Phillips          | 12 Blood Road             | 841.5    |        |       | 67.19  | <b>908.69</b>   | 636.18   | Jul-13 |
| 61222 | K Dunklee           | 18 Blood Road             | 574.5    |        |       | 31.49  | <b>605.99</b>   | 10.00    | May-14 |
| 61300 | P Gunda             | 5 Emery Road              | 537.17   |        |       | 25.51  | <b>562.68</b>   | 200.00   | Apr-14 |
| 61316 | G Penrose           | 39 Emery                  | 710.17   |        |       | 53.26  | <b>763.43</b>   | 400.00   | Feb-14 |
| 61335 | T Wiley             | 8 Emery Road              | 910.66   | 102.83 |       |        | <b>1,013.49</b> | 100.00   | Dec-13 |
| 61359 | S Romano            | 24 sumac Drive            | 725.73   |        |       | 76.12  | <b>801.85</b>   | 200.00   | Nov-13 |
| 61466 | T Henery            | 192.Dudley                | 785      |        |       | 22.61  | <b>807.61</b>   | 200.00   | Jun-14 |

|       |            |                     |           |        |       |          |                  |        |        |
|-------|------------|---------------------|-----------|--------|-------|----------|------------------|--------|--------|
| 61467 | K Webb     | 5 Burgess Road      | 670.82    |        |       |          | <b>670.82</b>    | 160.00 | Oct-14 |
| 61491 | L Madonia  | 3 Peter J Drive     | 650.44    |        |       | 12.75    | <b>663.19</b>    | 663.11 | Jan-14 |
| 61540 | F Smith    | 33 Edward Road      | 745.79    |        |       | 35.20    | <b>780.99</b>    | 150.00 | May-14 |
| 61590 | A Woolfrey | 28 Proctor Road     | 977.11    |        |       | 83.94    | <b>1,061.05</b>  | 229.26 | Apr-13 |
| 61638 | G Shepherd | 17 Spaulding Street | 542.66    |        |       | 61.20    | <b>603.86</b>    | 523.38 | May-13 |
|       |            |                     |           |        |       |          | <b>0.00</b>      |        |        |
| TOTAL |            |                     | 55,389.09 | 804.90 | 50.00 | 1,958.78 | <b>58,202.77</b> |        |        |

**From:** Carla Walter [mailto:cwalter@townsend.ma.us]  
**Sent:** Wednesday, November 05, 2014 12:11 PM  
**To:** Paul Rafuse  
**Subject:** Re: 76 Maplewood Dr.

Hi Paul,

Thanks for the email. The house has several areas of concern for the Board. The trash is a huge issue, and its not likely we will receive payment if we fine the owner (as indicated by the water bill balance). We also don't want to suspend trash service, and allow the neighborhood to endure the issue of piling up trash. There is also drug activity witnessed and confirmed by the police department. I have spoken to Christina, who is living there with several foster children and am aware of the ugly divorce proceedings. She has never indicated to me that she has a disabled child in the home; nor have the children whom I have met.

The Board Chairman asked what the status of the water bill was, as he remembered a similar house down the street where the water was actually shut off and they were forced to condemn the home.

We are meeting Monday as well. I can let the Board know the status and be in touch. This email can serve as written notification. Let's talk Tuesday. Thanks for your support.

Best,  
Carla

Hi Carla,

Brenda briefly filled me in on your phone call regarding 76 Maplewood Dr. We have several accounts that Brenda was going to submit to liens, that being one of them. We were provided with some medical documentation which is why we have not terminated their service. Also, we were informed that the husband was responsible for the water bill who is not living there. My position is that we're consistent with our decisions e.g., if we terminate her service for non payment we should terminate service for all accounts for non payment. Our intent is to not shut people off and try to work something out. Have we shut people off in the past, yes. That being said however, our policy is an account can only go to lien once and then if they don't pay or fail to adhere to their payment plan we will terminate the service.

I will add it to our agenda for Monday night's meeting to discuss. Can you provide me with an email (something in writing) briefly explaining the BOH position re: this property and what your requesting from the Water Department?

Thank you



3.11

Townsend Water Department

11/5/2014

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

6

**CUSTOMER HISTORY 10/16/2006 to 10/11/2014**

Acct: 3750 DOUCETTE CHRISTINA Work/Cell:978-467-5040  
 76 MAPLEWOOD DRIVE TOWNSEND MA 01469 Current Balance: \$1,130.89 ACTIVE  
 Loc ID: 07916382 @ 76 MAPLEWOOD DRIVE TOWNSEND  
 Rte: 1 Seq.# 3650 Dep:\$0.00

| Date       | Code    | Description                                                                    | Previous | Present | Used | Charge | Payment | Balance |
|------------|---------|--------------------------------------------------------------------------------|----------|---------|------|--------|---------|---------|
| 1/1/2014   | WATR    | Read on 12/04/2013<br>(X1000) RemMR                                            | 365      | 380     | 15   | 60.00  |         | 693.50  |
| 1/1/2014   | WR      | Unit Charge                                                                    |          |         |      | 37.50  |         | 731.00  |
| 1/10/2014  | LAT     | Added on 1/10/2014                                                             |          |         |      | 9.13   |         | 740.13  |
| 2/6/2014   | DEMAN   | Added on 2/6/2014                                                              |          |         |      | 1.00   |         | 741.13  |
| 2/6/2014   | LAT     | Added on 2/6/2014                                                              |          |         |      | 10.59  |         | 751.72  |
| 2/6/2014   | WorkOrd | 20140266 SHUT-OFF<br>FOR NONPAYMENT ON<br>FEBRUARY 19, 2014                    |          |         |      |        |         | 751.72  |
| 2/28/2014  | Commen  | BOWC TO SEND TO LIEN<br>DO NOT SHUT OFF PER<br>PR [entered by<br>ComputerName] |          |         |      |        |         | 751.72  |
| 3/6/2014   | LAT     | Added on 3/6/2014                                                              |          |         |      | 10.59  |         | 762.31  |
| 4/1/2014   | WATR    | Read on 03/05/2014<br>(X1000) RemMR                                            | 380      | 396     | 16   | 64.00  |         | 826.31  |
| 4/1/2014   | WR      | Unit Charge                                                                    |          |         |      | 37.50  |         | 863.81  |
| 4/7/2014   | LAT     | Added on 4/8/2014                                                              |          |         |      | 10.59  |         | 874.40  |
| 5/5/2014   | DEMAN   | Added on 5/5/2014                                                              |          |         |      | 1.00   |         | 875.40  |
| 5/5/2014   | LAT     | Added on 5/5/2014                                                              |          |         |      | 12.11  |         | 887.51  |
| 6/5/2014   | LAT     | Added on 6/5/2014                                                              |          |         |      | 12.11  |         | 899.62  |
| 7/9/2014   | LAT     | Added on 7/9/2014                                                              |          |         |      | 12.11  |         | 911.73  |
| 7/27/2014  | WATR    | Read on 06/03/2014<br>(X1000) RemMR                                            | 396      | 411     | 15   | 60.00  |         | 971.73  |
| 7/27/2014  | WR      | Unit Charge                                                                    |          |         |      | 37.50  |         | 1009.23 |
| 9/5/2014   | LAT     | Added on 9/5/2014                                                              |          |         |      | 13.58  |         | 1022.81 |
| 9/5/2014   | DEMAN   | Added on 9/5/2014                                                              |          |         |      | 1.00   |         | 1023.81 |
| 10/10/2014 | LAT     | Added on 10/14/2014                                                            |          |         |      | 13.58  |         | 1037.39 |
| 10/11/2014 | WATR    | Read on 09/10/2014<br>(X1000) RemMR                                            | 411      | 425     | 14   | 56.00  |         | 1093.39 |
| 10/11/2014 | WR      | Unit Charge                                                                    |          |         |      | 37.50  |         | 1130.89 |

**TOWNSEND WATER DEPARTMENT  
HIGHLAND STREET TANK UV  
OPINION OF PROBABLE CONSTRUCTION COST**

Updated 11/10/14

**GENERAL CONDITIONS**

|                                                 |          |
|-------------------------------------------------|----------|
| Insurance, Bonds, Mobilization, Permits         |          |
| Supervision, Testing, Etc. (5% of Construction) | \$10,575 |

**SITE WORK**

|                  |          |
|------------------|----------|
| Earthwork        | \$12,000 |
| Site Water Mains | \$8,000  |

*Sub-total* \$20,000

**BUILDINGS**

|                   |          |
|-------------------|----------|
| Pre-Cast Building | \$36,000 |
| Painting          | \$5,000  |
| Miscellaneous     | \$2,000  |

*Sub-total* \$43,000

**EQUIPMENT**

|                                       |          |
|---------------------------------------|----------|
| 12" Trojan UV Reactor                 | \$98,500 |
| Flow Meter                            | \$12,000 |
| Chemical Feed System Tanks and piping | \$6,500  |
| Chemical Feed System Equipment        | \$3,000  |
| Process Piping                        | \$8,500  |

*Sub-total* \$128,500

**ELECTRICAL WORK**

|                 |         |
|-----------------|---------|
| Power           | \$6,400 |
| Electrical Gear | \$6,600 |
| Instrumentation | \$5,600 |
| Misc. Equipment | \$1,400 |

*Sub-total* \$20,000

|                                           |                  |
|-------------------------------------------|------------------|
| <i>Construction Sub-total</i>             | <u>\$222,075</u> |
| <i>10% Construction Contingency</i>       | \$22,208         |
| <i>Civil / Site Design</i>                | \$19,500         |
| <i>Electrical Design</i>                  | \$5,000          |
| <i>Total Construction (ENR = 9870.12)</i> | <u>\$268,783</u> |



5.6.

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

Michael MacEachern, Chairman  
Paul L. Rafuse,  
Water Superintendent

Niles Busler, Vice Chairman

Nathan Mattila, Clerk  
(978) 597-2212  
Fax (978) 597-5611

NO. 15-4  
10/31/2014

SCHEDULE OF BILLS RECEIVABLE

To the Accountant:  
Treasurer:

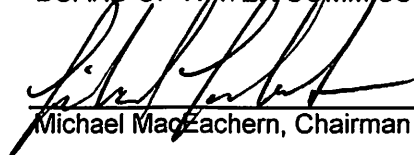
The following bills, amounting in the aggregate to

THREE HUNDRED FOUR THOUSAND FIVE HUNDRED EIGHTY-FIVE AND 47/100\*\*\*\*\* Dollars

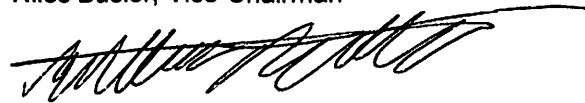
are herewith committed for collection.

| <u>DATE</u> | <u>USER<br/>CHARGES</u> | <u>SERVICE<br/>CHARGES</u> | <u>CONN<br/>CHARGES</u> | <u>BACK<br/>FLOW</u> |
|-------------|-------------------------|----------------------------|-------------------------|----------------------|
| 10/31/14    | 289,704.50              | 5,380.97                   | 6,000.00                | 3,500.00             |

BOARD OF WATER COMMISSIONERS

  
\_\_\_\_\_  
Michael MacEachern, Chairman

\_\_\_\_\_  
Niles Busler, Vice-Chairman

  
\_\_\_\_\_  
Nathan Mattila, Clerk

**FISCAL YEAR 15 SUMMARY**  
**TOWNSEND WATER DEPARTMENT - ACCOUNTS RECEIVABLE**  
**10/30/2014**

UNCOLLECTED FROM JUNE 30, 2014

83,934.69

**CHARGED 07/01/14- 10/30/14**

|                    | <b>9/30/2014</b>  | <b>Previous Balance</b> | <b>Total</b>      |
|--------------------|-------------------|-------------------------|-------------------|
| USER CHARGES       | 289,704.50        | 277,310.95              | 567,015.45        |
| SERVICE CHARGES    | 5,380.97          | 11,367.91               | 16,748.88         |
| CONNECTION CHARGES | 6,000.00          | 11,000.00               | 17,000.00         |
| LATE CHARGES       | 1,631.13          | 3,637.19                | 5,268.32          |
| BACKFLOW           | 3,500.00          | 0.00                    | 3,500.00          |
| SUBTOTAL           | <b>306,216.60</b> |                         |                   |
| TOTAL CHARGES      |                   |                         | <b>609,532.65</b> |
|                    |                   |                         | <b>693,467.34</b> |

**RECEIVED 07/01/14- 10/30/14**

|                    | <b>9/30/2014</b> |            |                   |
|--------------------|------------------|------------|-------------------|
| USER CHARGES       | 79,616.67        | 241,779.79 | 321,396.46        |
| SERVICE CHARGES    | 1,893.66         | 7,759.63   | 9,653.29          |
| CONNECTION CHARGES | 6,000.00         | 11,000.00  | 17,000.00         |
| LATE CHARGES       | 1,627.92         | 2,818.84   | 4,446.76          |
| BACKFLOW           | 1,000.00         | 200.00     | 1,200.00          |
| SUBTOTAL           | <b>90,138.25</b> |            |                   |
| TOTAL RECEIPTS     |                  |            | <b>353,696.51</b> |

|                 |                   |
|-----------------|-------------------|
| SENT TO LIEN    | 0.00              |
| LIENS COLLECTED | 0.00              |
| ABATEMENTS      | 217.18            |
| ADJUSTMENTS     | 316.21            |
| UNCOLLECTED     | <b>339,237.44</b> |
|                 | <b>693,467.34</b> |

**OUTSTANDING:**

|                    |    |                   |
|--------------------|----|-------------------|
| USER CHARGES       | \$ | <b>321,998.54</b> |
| SERVICE CHARGES    |    | 9,514.17          |
| CONNECTION CHARGES |    | 0.00              |
| LATE CHARGES       |    | 5,124.73          |
| BACKFLOW           |    | 2,600.00          |
| TOTAL OUTSTANDING  | \$ | <b>339,237.44</b> |

1:04 PM  
11/06/14  
Accrual Basis

Townsend Water Department  
**Budget vs. Actual**  
July through October 2014

58

|                                             | <u>Jul - Oct 14</u> | <u>Budget</u>     | <u>\$ Over Budget</u> |
|---------------------------------------------|---------------------|-------------------|-----------------------|
| Ordinary Income/Expense                     |                     |                   |                       |
| Expense                                     |                     |                   |                       |
| 061.000 · General Operations 000            |                     |                   |                       |
| 061.001 · Personal Services 1               |                     |                   |                       |
| 5100 · Salaries & Wages-Water Super         | 23,143.68           | 71,915.00         | -48,771.32            |
| 5110 · Salary & Wages-Oper Staff            | 31,463.10           | 97,784.00         | -66,320.90            |
| 5112 · Salary & Wages-Support Staff         | 17,770.71           | 55,312.00         | -37,541.29            |
| 5130 · Additional Gross                     | 1,395.23            | 8,300.00          | -6,904.77             |
| 5134 · Additional Gross-Reg&SpecOncall      | 4,545.22            | 13,325.00         | -8,779.78             |
| 5190 · Other Stipened-Longevity             | 900.00              | 3,900.00          | -3,000.00             |
| 5191 · Other - Stipend BOWC                 | 0.00                | 3.00              | -3.00                 |
| 5193 · Retirement Benefit                   | 0.00                | 2,000.00          | -2,000.00             |
| 5195 · Other-Clothing Allowance             | 84.95               | 3,800.00          | -3,715.05             |
| <b>Total 061.001 · Personal Services 1</b>  | <b>79,302.89</b>    | <b>256,339.00</b> | <b>-177,036.11</b>    |
| 061.002 · Purchased Services 2              |                     |                   |                       |
| 5210 · Energy                               | 20,587.50           | 82,000.00         | -61,412.50            |
| 5240 · Repair & Maint Building              | 927.76              | 5,000.00          | -4,072.24             |
| 5245 · Repair & Maint Equipment             | 16,165.07           | 20,000.00         | -3,834.93             |
| 5245100 · Repair & Maintain Equip SCADA     | 0.00                | 1.00              | -1.00                 |
| 5270 · Rentals                              | 965.00              | 1,000.00          | -35.00                |
| <b>Total 061.002 · Purchased Services 2</b> | <b>38,645.33</b>    | <b>108,001.00</b> | <b>-69,355.67</b>     |
| 061.003 · Purchased Services 3              |                     |                   |                       |
| 5300 · Professional Services                | 21,130.79           | 20,000.00         | 1,130.79              |
| 5300100 · Proff Service Backflow            | 0.00                | 6,000.00          | -6,000.00             |
| 5340 · Communication                        | 3,935.52            | 17,600.00         | -13,664.48            |
| 5380 · Other Services                       | 0.00                | 2,600.00          | -2,600.00             |
| <b>Total 061.003 · Purchased Services 3</b> | <b>25,066.31</b>    | <b>46,200.00</b>  | <b>-21,133.69</b>     |

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11/06/14  
Accrual Basis

Townsend Water Department  
**Budget vs. Actual**  
July through October 2014

58

|                                                  | <u>Jul - Oct 14</u> | <u>Budget</u>       | <u>\$ Over Budget</u> |
|--------------------------------------------------|---------------------|---------------------|-----------------------|
| <b>061.004 · Purchased Supplies 4</b>            |                     |                     |                       |
| 5420 · Office Supplies                           | 803.50              | 5,000.00            | -4,196.50             |
| 5430 · Building Supplies                         | 478.62              | 1,500.00            | -1,021.38             |
| 5435 · Equipment Maint Supplies                  | 0.00                | 1,500.00            | -1,500.00             |
| 5460 · Groundskeeping Supplies                   | 0.00                | 500.00              | -500.00               |
| 5480 · Vehicular Supplies                        | 2,687.67            | 8,000.00            | -5,312.33             |
| <b>Total 061.004 · Purchased Supplies 4</b>      | <b>3,969.79</b>     | <b>16,500.00</b>    | <b>-12,530.21</b>     |
| <b>061.005 · Purchased Supplies 5</b>            |                     |                     |                       |
| 5530 · Public Works Supplies                     | 12,397.55           | 35,000.00           | -22,602.45            |
| 5531 · Chemicals                                 | 3,000.98            | 23,000.00           | -19,999.02            |
| 5580 · Other Supplies                            | 0.00                | 1,000.00            | -1,000.00             |
| <b>Total 061.005 · Purchased Supplies 5</b>      | <b>15,398.53</b>    | <b>59,000.00</b>    | <b>-43,601.47</b>     |
| <b>061.007 · Other Charges &amp; Exp 7</b>       |                     |                     |                       |
| 5710 · Travel/mileage-in state                   | 35.00               | 1,100.00            | -1,065.00             |
| 5720 · Out of State Travel                       | 0.00                | 100.00              | -100.00               |
| 5730 · Dues and Memberships                      | 888.00              | 2,000.00            | -1,112.00             |
| 5780 · Other Charges                             | 0.00                | 500.00              | -500.00               |
| 5782 · Other Charges-Bank                        | 0.00                | 0.00                | 0.00                  |
| 5785 · Water Assessment D.E.P.                   | 0.00                | 2,000.00            | -2,000.00             |
| <b>Total 061.007 · Other Charges &amp; Exp 7</b> | <b>923.00</b>       | <b>5,700.00</b>     | <b>-4,777.00</b>      |
| <b>061.008 · Articles 8</b>                      |                     |                     |                       |
| 5850 · New Equipment                             | 0.00                | 10,000.00           | -10,000.00            |
| 5870 · Replacement Equipment                     | 0.00                | 1.00                | -1.00                 |
| <b>Total 061.008 · Articles 8</b>                | <b>0.00</b>         | <b>10,001.00</b>    | <b>-10,001.00</b>     |
| <b>061.400 · Special Projects 400</b>            |                     |                     |                       |
| 5009 · Main St Station Upgrade                   | 0.00                | 58,219.23           | -58,219.23            |
| 5012 · System Enhancement                        | 34,592.19           | 845,279.65          | -810,687.46           |
| 5013 · Water Main Extensions                     | 0.00                | 127,911.75          | -127,911.75           |
| 5014 · Well Development & Exploration            | 0.00                | 6,276.29            | -6,276.29             |
| <b>Total 061.400 · Special Projects 400</b>      | <b>34,592.19</b>    | <b>1,037,686.92</b> | <b>-1,003,094.73</b>  |



1:04 PM  
11/06/14  
Accrual Basis

**Townsend Water Department**  
**Budget vs. Actual**  
July through October 2014

58

|                                               | <u>Jul - Oct 14</u>       | <u>Budget</u>               | <u>\$ Over Budget</u>      |
|-----------------------------------------------|---------------------------|-----------------------------|----------------------------|
| <b>061.500 · Special Articles 500</b>         |                           |                             |                            |
| <b>5000 · Equipment Replacement Fund</b>      | 0.00                      | 1,426.07                    | -1,426.07                  |
| <b>5020 · Storage Tank Maintenance</b>        | 0.00                      | 13,883.40                   | -13,883.40                 |
| <b>5030 · Water Oper Emergency Res Fund</b>   | 0.00                      | 20,000.00                   | -20,000.00                 |
| <b>5050 · Water-CIP-VFD&amp;Elec SVS Pump</b> | 0.00                      | 25,000.00                   | -25,000.00                 |
| <b>5902-20 · Water-CIP-Tank Mixing System</b> | 0.00                      | 50,000.00                   | -50,000.00                 |
| <b>Total 061.500 · Special Articles 500</b>   | <u>0.00</u>               | <u>110,309.47</u>           | <u>-110,309.47</u>         |
| <b>Total 061.000 · General Operations 000</b> | 197,898.04                | 1,649,737.39                | -1,451,839.35              |
| <b>061.009 · Debt Service 9</b>               |                           |                             |                            |
| <b>5910 · Long Term Debt-East Side Phase1</b> | 33,669.00                 | 33,002.00                   | 667.00                     |
| <b>5911 · Long Term Debt-East Side Ph 2</b>   | 47,963.42                 | 48,030.00                   | -66.58                     |
| <b>5920 · Long term Interest-Phase1</b>       | 4,520.83                  | 9,378.00                    | -4,857.17                  |
| <b>5921 · Long Term Int East Side Ph2</b>     | 7,049.91                  | 14,970.00                   | -7,920.09                  |
| <b>Total 061.009 · Debt Service 9</b>         | <u>135,216.64</u>         | <u>105,380.00</u>           | <u>29,836.64</u>           |
| <b>Total Expense</b>                          | <u>333,114.68</u>         | <u>1,755,117.39</u>         | <u>-1,422,002.71</u>       |
| <b>Net Ordinary Income</b>                    | <u>-331,699.37</u>        | <u>-1,755,117.39</u>        | <u>1,423,418.02</u>        |
| <b>Net Income</b>                             | <u><u>-331,699.37</u></u> | <u><u>-1,755,117.39</u></u> | <u><u>1,423,418.02</u></u> |