



TOWNSEND WATER DEPARTMENT
540 Main Street West Townsend, Massachusetts 01474

Niles Busler, Chairman
Paul L. Rafuse,
Water Superintendent

Francis McNamara, Vice-Chairman

Ron Dionne, Clerk
(978) 597-2212
Fax (978) 597-5561

WATER COMMISSIONERS MEETING MINUTES

NOVEMBER 13, 2012 - 5:30P.M.

Water Department 540 Main Street, Meeting Room

I. PRELIMINARIES:

1.1 The meeting was called to order at 5:35P.M.

1.2 Roll call vote taken showed 3 members present: Chairman Niles Busler (NB), Vice-Chair Fran McNamara, (FM) and Clerk Ron Dionne, (RD).

1.3 NB moved to add 2.10, RE: South Street Bridge Leak

1.4 Review/ Approve meeting minutes for October 15, 2012.

RD inquired about agenda item 2.10; Paul Rafuse, Superintendent contacted the Commissioner from West Groton and invited him to the next meeting for further explanation of the study.

FM moved to accept the meeting minutes of October 15, 2012. RD seconded. Unanimous vote.

II. MEETING BUSINESS:

2.1 Review/Discuss Article 2 for the Special Town Meeting, RE: Water District.

The Commissioners met with Attorney Mary Bassett and reviewed the presentation for town meeting – see attached. Discussion included questions that may be asked at town meeting to include: taxation issues, bonding and accountability issues, addressing questions that were asked at the October 30, 2012 town meeting forum. Attorney Bassett stated she updated the enabling acts to include an opt-out provision (see section 12d, enabling acts as attached) to help satisfy some of the concerns raised at the forum. The Chairman, (NB) to speak at town meeting regarding the article, and to read the motion. Paul Rafuse to give the presentation with an overhead projector and Attorney Bassett will answer the voter's questions.

2.2 Review/ Approve/Sign IFB for Radio Read Metering.

The Commissioners reviewed the IFB, - see attached. Paul Rafuse to receive permission from the Chief Procurement Officer and proceed with sending the bid out.

2.3 Review/ Approve/Sign Contract from Power Products for 1 year Preventative Maintenance on all generators.

After review –see attached contract, FM moved to approve the agreement with Power Products systems in the amount of \$1,325.00. RD seconded. Unanimous Vote. The Chairman, (NB) signed the agreement.

2.4 Review payment plans for the following accounts:

2.4.1 #60828 – 96 Fitchburg Road

2.4.2 #61104 – 14 Reagan Road

Office Administrator, Brenda Boudreau informed the Commissioners; there is concern these accounts will not become current under the existing agreements. The Commissioners agreed a letter should be sent to the customers outlining the concern and encourage them to send an additional amount if possible.

2.5 FM moved to abate \$37.50 for Account #61705 – 3 Trophy Avenue. RD seconded.

Unanimous Vote.

2.6 FM moved to abate \$120.00 for Account #3880 – 68 Ash St. RD seconded. Unanimous Vote.

2.7 FM moved to abate \$37.50 for Account #60670 – 74 Brookline Road. RD seconded.

Unanimous vote.

2.8 Review/Consider request to Abate \$99.34 for Account #2510 – 41 Maplewood Drive. The Commissioners reviewed the history of the account and the request for consideration of abating late/demand fees from the account. Discussion regarding passed practice and the inability to abate amounts paid in previous fiscal years. FM moved to deny the request to abate. RD seconded. Unanimous vote.

2.9 Updates/Reports.

2.9.1 Commissioners Updates/Reports

There were no updates or reports.

2.9.2 Water Superintendent Updates/Reports

2.9.2.1 Supt. To attend seminar at the DEP Worcester office on Nov. 19, 2012 Re: Grant opportunities sponsored by the Sustainable Water Management Initiative (SWMI) that are geared to ways to improve ecological conditions, reducing demand and increasing stream flows to name a few.

2.9.2.2 Discussion regarding the Highland Street tank; Paul Rafuse informed NB the consultant did not think scraping the tank to test the concrete would work. Mr. Rafuse informed the Commissioners he is continuing to chlorate the tanks and then collect samples one week after chlorination.

2.9.3 Office Updates/Report

The Commissioners reviewed the reports as attached.

2.9.4 The Commissioners sign the bills payable warrant.

2.10 South Street Bridge, RE: Leak

Paul Rafuse informed the Commissioners a leak had been reported under the bridge itself; upon inspection it does appear to be leaking under the bridge toward the harbor light side. Mr. Rafuse stated that ET & L was the contractor that installed the piping and it appears to be a 10ft section that is wrapped in insulation. The Commissioners agreed to have contractors give an estimate for repair and authorize the Superintendent to take care of the project and have the leak fixed.

III. ADJOURNMENT:

NB moved to adjourn the meeting at 7:45P.M. FM seconded. Unanimous vote.

Meeting Minutes for November 13, 2012 approved and released at the _____, 2012
Water Commissioners Meeting.

WATER COMMISSIONERS MEETING AGENDA

NOVEMBER 13, 2012 - 5:30P.M.

Water Department 540 Main Street, Meeting Room

IV. PRELIMINARIES:

- 4.1 Call the meeting to order.
- 4.2 Roll call.
- 4.3 Chairman's additions or deletions.
- 4.4 Review/ Approve meeting minutes for October 15, 2012.

V. MEETING BUSINESS:

- 5.1 Review/ Discuss Article 2 for the Special Town Meeting, RE: Water District.
- 5.2 Review/ Approve/ Sign IFB for Radio Read Metering
- 5.3 Review/ Approve/ Sign Contract from Power Products for 1 year Preventative Maintenance on all generators.
- 5.4 Review payment plans for the following accounts:
 - 5.4.1 #60828 – 96 Fitchburg Road
 - 5.4.2 #61104 – 14 Reagan Road
- 5.5 Review/ Abate \$37.50 for Account #61705 – 3 Trophy Avenue.
- 5.6 Review/ Abate \$120.00 for Account #3880 – 68 Ash St.
- 5.7 Review/ Abate \$37.50 for Account #60670 – 74 Brookline Road.
- 5.8 Review/ Consider request to Abate \$99.34 for Account #2510 – 41 Maplewood Drive.
- 5.9 Updates/ Reports.
 - 5.9.1 Commissioners Updates/ Reports
 - 5.9.2 Water Superintendent Updates/ Reports
 - 5.9.2.1 Supt. To attend seminar at the DEP Worcester office on Nov. 19, 2012 Re: Grant opportunities sponsored by the Sustainable Water Management Initiative (SWMI) that are geared to ways to improve ecological conditions, reducing demand and increasing stream flows to name a few.
 - 5.9.3 Office Updates/ Report
 - 5.9.4 Review and Sign Bills Payable Warrants

VI. ADJOURNMENT: