

WATER COMMISSIONERS' MEETING
JULY 10, 2001
6:30 P.M.

MEMBERS PRESENT: David Dunbar, Robert Moorehouse and Samuel Briguglio.

GUESTS PRESENT: Supt. Paul Rafuse, John Bagley, Vincent LoPrete, Lorraine LoPrete and Jean Dinon – clerk.

Chairman Dunbar opened the meeting at 6:35 p.m. Warrants previously signed for \$40,761.00, \$6,184.03, \$1,750.00, \$1,050.30, \$3,480.59, \$544.82 and \$150.00 totaled \$53,920.74. Previously signed payroll warrants for \$2,284.20, \$2,200.28, \$2,075.12 and \$2,167.21 totaled \$8,726.81. Minutes of March 20, 2001 and May 8, 2001 meetings were read and approved.

Commissioners read and noted the following correspondence:

- A. Memo to all departments from Beverly Sleeper, Town Administrator dated June 5, 2001 re: N.V.T.H.S. – community projects for 2001/2002.
- B. Memo to all departments from Board of Selectmen dated June 12, 2001 Re: Invitations/notices.
- C. Letter to Daniel Murphy, Town Clerk from David Dunbar dated June 13, 2001 re: Reappointment of Paul L. Rafuse as superintendent.
- D. Letter to Richard Choate, Town Accountant from David Dunbar dated June 13, 2001 re: Carry forward balances.
- E. Letter to Michael Ohl, EarthTech from Paul L. Rafuse dated June 14, 2001 re: 2000 pumpage records
- F. Letter to John Daniels, EarthTech from Paul L. Rafuse dated June 14, 2001 re: Area charters.
- G. Letter to all departments from Richard Choate, Town Accountant dated June 18, 2001 re: Year end deadlines.
- H. Memo from Ed Kukula, Highway Superintendent to Paul Rafuse dated June 18, 2001 re: Old Meetinghouse Road pavement repair.
- I. Memo to department heads from Beverly Sleeper, Town Administrator dated June 21, 2001 re: End of year big buy – computers – open to employees.
- J. Copy of memo to Chief May, Townsend Police Department from Board of

Health dated June 21, 2001 re: VFW – no swimming allowed.

- K. Memo to all departments from Finance Committee dated July 5, 2001 re: Articles for the STM.
- L. Two legal notices from Conservation Committee and one referral notice from Planning Board were noted with no comment.
- M. DEP notice dated June 12, 2001 re: Winners of the 2001 Public Water System Awards Program.
- N. Report from Town Accountant dated June 20, 2001 re: Water Department interest on revenues.
- O. Newspaper copy of Consumer Confidence Report.

OLD BUSINESS:

- 1. The annual Jayhawk software support agreement was signed.
- 2. Supt. Rafuse reported that testing on Leahy property will be postponed until after the meeting in August with the South Fitchburg Hunting and Fishing Club.
- 3. Supt. Rafuse reported that he got notice of intent for Old Battery Road and will go before Conservation Commission to have them help him fill it out. Old Battery Road will be done later in year because there's still a lot of water in the brook. Paul also presented prices for 300' and 500' of 8" water main on Old Battery Road. Prices include Water Department personnel installing the main and hiring a local excavator and operator. It could take about three days.

NEW BUSINESS:

- 1. Motion made, seconded and approved 1½" service, App. #578, John Stein, 141 Highland Street. Check received for Connection Charge of \$1,800.00. Note made on comments that he may need booster pump at owner's expense.
- 2. Motion made and seconded to have Acct. #144, Joyce Klauzinski pay \$50.00 per month, to stay current and not to waive late charges. A letter will be sent to her.

3. Supt. Rafuse discussed the wage matrix. Personnel Board suggested we do this. There was lengthily discussion about this matter. Wage matrix is a merit increase. Townsend has 2% increase by steps and other towns have between 3-8% increase. Paul also wants to be compensated for his licenses. Town officials get compensated every year. Paul just wants to be compensated for this year as one shot deal. Motion made and seconded for 7% increase for salaries.
4. Motion made, seconded and approved 1" service, App. #579, Vincent LoPrete, 21 Proctor Road. Check received for Connection Charge of \$1,000.00.
5. Supt. Rafuse discussed establishment of guidelines or policies of giving him more authority in hiring personnel not including wages. Paul will present his recommendations to the Board, and the Board will determine the wages.
6. Supt. Rafuse discussed replacing the windows at the office. The windows in the conference room and bay window are in need of replacement. The sills are rotting.
7. Supt. Rafuse discussed attending the next board meeting of the South Fitchburg Hunting and Fishing Club on Thursday, August 9, 2001 at 7:00 p.m. The offer to them will be to upgrade their road, new bridge, bring water main to club house, can still hunt within the 400' radius and \$75,000.00. The time frame starts after permeating.

Motion made to adjourn the meeting at 9:00 p.m.

The next scheduled meeting is Tuesday, August 14, 2001.

Respectfully submitted,

Jean R. Dinon, Clerk