



TOWNSEND WATER DEPARTMENT
540 Main Street West Townsend, Massachusetts 01474

Nathan Mattila, Chairman
Paul L. Rafuse,
Water Superintendent

Lance Lewand, Vice-Chairman

Michael MacEachern, Clerk
(978) 597-2212
Fax (978) 597-5561

WATER COMMISSIONERS MEETING MINUTES

September 19, 2017 – 4:00 P.M.

Water Department 540 Main Street, Meeting Room

I. PRELIMINARIES:

- 1.1 NM called the meeting to order at 4:04 P.M. at 540 Main Street.
- 1.2 Roll call **showed** Members Present: Nathan Mattila (NM), Lance Lewand (LL), and Michael MacEachern (MM). Guests Present: Nancy Clough, Paul & Cindy Boundy, Paul Rafuse and Brenda Boudreau.
- 1.3 NM announced that the meeting is being audio recorded.
- 1.4 Chairman's additions or deletions. None
- 1.5 Approve Minutes of special meeting of July 6, 2017 and September 11, 2017. **MM made a motion to approve the minutes September 11, 2017. LL seconded. Unanimous vote.**
- 1.6 Review correspondence. None.

II. APPOINTMENTS:

III. MEETING BUSINESS:

- 3.1 Discuss/Review/Vote on process of hiring additional staff. MM asked if and email was sent to the TA requesting to be placed on the next agenda. The Board requested that the email be sent again and to include all selectmen and the Town Administrators assistant.
- 3.2 Bridge replacement-Main St. Station. Paul had Eric answer questions from a list Lance had prepared over the phone.
- 3.3 Approve refund for acct#2080A, 17 Balsam Drive, \$38.12, overpaid final bill twice. **LL made a motion to approve acct# 2080A, 17 Balsam Drive, \$38.12 due to the customer paying their final water bill twice.**

IV. COMMISSIONERS UPDATES AND REPORT:

- 4.1 **Added to agenda** Neighbors in the West end are present to discuss the water quality issues. Paul reported that they are looking into long term solutions including main replacement. In the interim the water department have reached out to the icepigging company (Suez) to see if they could help resolve this matter, to date we have not had a response. Currently we continue to flush to try and keep the lines clear. The Board will have Paul develop a timeline and send the information to all customers that have been affected. The Board is pondering the idea to do something for the customers.

V. WATER SUPERINTENDENTS UPDATES AND REPORTS:

VI. OFFICE UPDATES AND REPORTS:

- 5.1 Sign Bill Payable warrants. **MM made a motion to sign warrants out of session. LL seconded. Unanimous vote.**

VII. ADJOURNMENT:

LL made a motion to adjourn the meeting. MM seconded. Unanimous vote. NM adjourned the meeting @ 5:31P.M.

Respectfully submitted

Brenda Boudreau

WATER DEPARTMENT MEETING

DATE September 18, 2017

NAME	ADDRESS	PH/EMAIL
Marcy Cleugh	534 Main	
Lindy Bundy	537 Main	
Paul Bundy	537 Main	PF Bundy@comcast.net

Main Street Bridge – Townsend Water Department

Sequence of Events

1. Provide Information to Conservation Committee
2. Get Permits
3. Installation of Temporary Bridge (who?) (does this need to go out for bid, is waiver sufficient)
4. Installation of Permanent Bridge (Contech or qualified bidder)

Costs Associated and Details

1. Information Required for Conservation Committee (is this considered permitting as part of Task 6?)
 - a. NOI (Notice On Intent)
 - b. 10 Major Requirements _____
2. Task 3: Temporary Bridge Coordination and Engineering Oversight: **\$10,500**
3. Temporary Bridge and Construction, approximate Cost: _____
4. Pre-Design Services, Tasks 4.1 through 4.5: **\$25,200**
5. Extra Public Hearing Costs _____
6. Task 5: Replacement Alternative analysis: **\$7,700** (I assume this is for the new bridge and not the temporary one)
7. Task 6: Permitting: **\$12,200**
8. Task 7, Final Design (preferred option, as part of bidding process or before hand?): **\$26,700**
9. Task 8, Bid Phase Services: **\$5100**
10. Task 9, Construction Admin (Tighe&Bond just providing oversight, who is supposed to make sure the contractor is performing correctly, evaluation of change orders): **\$20,200**
11. Approximate cost of new Bridge and construction: **\$70 to 100K**
12. What other costs and then excluded services and how likely they are to be?



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

9/19/2017
19
3.3

Name: ALITSource Account # 2080 A

Address: 17 Balsam Dr

Phone # _____ Email Address _____

Billing date _____ Refina

AMOUNT: 38.12 ABATEMENT ☐ ADJUSTMENT ☐ (check one)

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

Reasons: (please attached supporting documentation if applicable)

Customer overpaid final bill 2x

APPROVED ☒ DENIED ☐ (check one)

DATE: _____

TOWNSEND BOARD OF WATER COMMISSIONERS

\$38.12

4210-484

[Signature]

[Signature]
[Signature]

WATER SUPERINTENDENT

12/19/17 ✓