



15

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

Nathan Mattila, Chairman  
(978) 597-2212

Todd Melanson, Vice-Chairman

Michael MacEachern, Clerk  
Email: [water@townsendwater.org](mailto:water@townsendwater.org)

**WATER COMMISSIONERS MEETING MINUTES**

December 14, 2020 – 6:00 P.M.

Water Department 540 Main Street, Meeting Room

**NOTE REGARDING ACCESS AND PARTICIPATION**

Governor Baker declared a State of Emergency to respond to COVID-19 on March 10, 2020 and ordered a suspension of certain provisions of the Open Meeting Law M.G.L. c. 30A, s 20 on March 12, 2020. The Board of Selectmen closed the town offices, including boards and committee meetings consistent with the Governor's March 12th order, to public access to promote social distancing and reduce the spread of COVID-19. The Board of Water Commissioner's meetings will not be open to the public for physical attendance until further notice. The meeting will be available on Zoom.

**Join Zoom Meeting**

<https://us02web.zoom.us/j/83269295131?pwd=R0FGR1hpcnRDVjFQUXpxaFprNG5OQT09>

**Meeting ID: 832 6929 5131 Password: 069064 Log on Monday December 14, 2020 at 6:00 P.M. to participate.**

**I. PRELIMINARIES:**

- 1.1 Vice-Chairman TM called the meeting to order at 6:06 P.M at 540 Main St and on Zoom
- 1.2 TM announced that the meeting is being audio recorded and recorded on Zoom
- 1.3 Roll call showed Members present: Nathan Mattila (NM)-Chairman, Todd Melanson (TM)-Vice-Chairman, Michael MacEachern (MM)-Clerk. Roll call showed citizens present: David Vigeant (DV)-Water Superintendent, Mistie Demazure-Office Assistant.
- 1.4 Chairman's additions or deletions. There were no additions from the Chairman
- 1.5 Approve meeting minutes of October 29, 2020, November 12, 2020, and November 24, 2020. TM requested that in the November 12, 2020 minutes, the sentence regarding Brenda forwarding the email to Rebecca be removed since Rebecca had left the department at that point so having that there would be incorrect. MM agreed with TM's request. **TM motioned to approve the meeting minutes from November 12, 2020 once amended as discussed. MM seconded. Unanimous vote. TM motioned to approve the meeting minutes of October 29, 2020 and November 24, 2020. MM seconded. Unanimous vote.**
- 1.6 Review correspondence. None available.

**II. APPOINTMENTS-VOTES MAY BE TAKEN**

2.1

**III. MEETING BUSINESS-VOTES MAY BE TAKEN:**

- 3.1 The Board welcomed David Vigeant as the new Water Superintendent.
- 3.2 Update/Discuss Cross Charge Agreement. The Town Administrator, James Kreidler (JK) reached out to TM to schedule a meeting to discuss the agreement. TM will use the information that Terry Walsh had provided him. TM will meet with JK, then schedule another meeting to invite DV to meet and discuss.
- 3.3 Discuss/Review Master Plan. DV brought up concerns about oversights in the Master Plan. DV noted that it appears that Tighe and Bond may have been a bit narrow sighted regarding some water flow problems. TM expressed concerns that the wording regarding the Cross St well reads as abandonment and that is not the intention of the department. After discussion regarding the importance of the Master Plan. The Board has decided to schedule a work session to focus on making sure the Master Plan lines up with the goals of the Water Department.
- 3.4 Update/Discuss PFAS testing. DV said PFAS application is all set to be sent out in the next few days.
- 3.5 Update/Discuss the Open Meeting Complaint. NM Spoke to Town Council. There is no resolution yet.
- 3.6 Update/Review Zoning Board meetings November 18, 2020 and December 2, 2020. The homeowners have decided to move the driveway, satisfying the concerns regarding the hydrants.

- 3.7 Update/Discuss Annual Rate Review meeting. This discussion will be added to the work session.
- 3.8 Discuss/Review Shepco request for final payment. There were concerns about the reseeding. It is ok to make the final payment since it will retain enough in the line item if seeding problems arise. **TM motioned to make the final payment to Shepco in the amount of \$46,146.37. MM seconded. Unanimous vote.**
- 3.9 Discuss/Review Transfer of iPhone to iPad service. DV does not want to use the iPhone the office has from the previous Superintendent. He has requested to exchange the phone and the service for an iPad for the techs to use.

**IV. COMMISSIONERS UPDATES AND REPORTS-VOTES MAY BE TAKEN:** TM added that the town has the opportunity to receive land off of South Row Rd and Emery. He hopes that the Water Department may be able to place an easement on it for use as a well site.

- 4.1 Discuss well cleaning for Witches Brook 1 and 2 and Main St. MM questioned when the last time the wells were cleaned. DV has been instructed to find out when.
- 4.2 Discuss a list of attainable goals for the new Superintendent. TM has requested that DV create written operational SOP's to put in place. DV has been asked to create a training schedule for the staff, both for licensing and professional development. DV has been asked to represent the Townsend Water Department at the MWW meeting. DV was requested to put together a schedule to get hydrants painted.

**V. SUPERINTENDENT'S UPDATES AND REPORTS-VOTES MAY BE TAKEN:**

- 5.1 Update on Main St. pump station/water main. DV noticed that the line item for a generator at 540 Main St is supposed to be for 512 Main St (the pumping station). DV will investigate what the \$30,000 will be able to cover.
- 5.2 Update on Lock Brook Run extension (top of West Meadow Road). There has been no progress on this. If it does move forward. DV suggested that the department propose an agreement regarding installing a tank nearby. DV will try to find the flow test that was performed when the development was first proposed.
- 5.3 Discuss/Review Water Main replacement at the West Meadow Road Bridge Project. This has been finished as of December 9, 2020
- 5.4 Update/Discuss on Cross St Well. There is no further information on this. DV suggested letting it run to waste in the spring, then perform testing and move forward. TM requested pump curve as well.
- 5.5 Update/Discuss 2019 Sanitary Survey. Sanitary Survey has the leak detection outstanding.
- 5.6 Update/Discuss Leak Detection. There have been 3 bids received for the leak detection. Mile Leak Detection is the lowest cost and will be available in the spring. **TM motioned to approve Mile Leak Detection for \$5799.00. MM seconded. Unanimous vote.**
- 5.7 Update/Discuss Line gate repairs. Completed December 7, 2020. 6 Nuts were exercised and an additional 15 were vacuumed.
- 5.8 Update/Discuss Beaver removal. Beaver Solutions removed 2 beavers and breached the dam to bring the water back down to normal.
- 5.9 Update/Discuss Office Reorganization. DV has begun reorganizing the office to centrally locate items. All the files will be together, and the copier will be moved from the conference room to the supply room.
- 5.10 Update/Discuss Highland Storage Tank. DV discovered that the department could power wash and paint the tank without hiring outside help for less than \$20,000. DV has asked if the line item for this can be renamed "Tank Maintenance" to allow room for the department to make additional improvements as needed.

**VI. OFFICE ADMINISTRATOR'S UPDATES AND REPORTS-VOTES MAY BE TAKEN:**

- 6.1 The Board scheduled the work session for Tuesday, January 5, 2021 at 6:00. The next Board of Water Commissioners meeting is scheduled for Monday, January 11, 2021 at 6:00.
- 6.2 Update on municipal water liens. MD reported that the liens have been sent to Town Hall for collection. The office received over 50% of the funds owed.
- 6.3 The Board reviewed and signed the Bills Payable Warrants.
- 6.4 The Board reviewed and signed November's Schedule of Bills Receivable report.
- 6.5 The Board reviewed the Accounts Receivable Report.
- 6.6 The Board reviewed the year-to-date expenditures. TM asked if these could be formatted differently with the percentages allowing clearer understanding at future meetings.

**ADJOURNMENT:**

1.5

TM motioned to review, and sign Bills Payable Warrants and November's Schedule of Bills Receivable report out of session. MM seconded. Unanimous vote.

NM adjourned the Board of Water Commissioners meeting at 8:18 P.M.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Mistie Demazure", written in a cursive style.

Mistie Demazure

Office Assistant

Townsend Water Department

**Mistie Demazure**

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**From:** Andrew Shepherd <andrew.shepco@gmail.com>  
**Sent:** Monday, November 30, 2020 12:18 PM  
**To:** Brenda Boudreau; Water  
**Cc:** gary shepherd  
**Subject:** Req 4  
**Attachments:** Pay Req 4.pdf

Afternoon Brenda and Mistie,

I hope you both had nice thanksgivings. Attached is our 4th requisition submission. We've completed the infrared patching and sealcoating of the driveway at 520 Main. The lawns where the grass seed did not take in the middle of the summer have been reseeded. Please let me know if you have any questions.

Andrew Shepherd

Project Manager  
Cell 978-602-7608  
Shepco Inc./Overall Directional Drilling  
55 Main St. Townsend MA, 01469

**Contractor's Application for Payment No. 4**

Application Period: 5/28/2020 - 11/30/2020		Application Date: 11/30/2020	
To (Owner): Townsend Water Department	From (Contractor): Shep Co, Inc.	Via (Engineer): Tighe & Bond	
Project: Main Street Water Main Replacement	Contract: Main Street Water Main Replacement		
Owner's Contract No.:	Contractor's Project No.:	Engineer's Project No.: T-0354-005	

**Application For Payment  
Change Order Summary**

Approved Change Orders			1. ORIGINAL CONTRACT PRICE	\$ 8852,927.50
Number	Additions	Deductions	2. Net change by Change Orders	\$
1	0	0	3. Current Contract Price (Line 1 ± 2)	\$ 8852,927.50
			4. TOTAL COMPLETED AND STORED TO DATE	
			(Column H total on Progress Estimates)	\$ 8852,927.50
			5. RETAINAGE:	
			a. 5% X \$852,927.50 Work Completed	\$ 542,646.38
			b. 5% X Stored Material	\$
			c. PLUS LAWN WITHOLDING	\$3,500
			d. Total Retainage (Line 5.a + Line 5.b + Line 5.c)	\$ 546,146.38
			6. AMOUNT ELIGIBLE TO DATE (Final payment)	\$ 8852,927.50
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	\$ 806,781.13
			8. AMOUNT DUE THIS APPLICATION	\$ 546,146.37
			9. BALANCE TO FINISH, PLUS RETAINAGE	
			(Column J total on Progress Estimates + Line 5.c above)	\$ -
TOTALS	0	0		
NET CHANGE BY CHANGE ORDERS	0			

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:  
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;  
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and  
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By:

Date: 11/30/2020

Payment of: \$ 546,146.37  
(Line 8 or other - attach explanation of the other amount)

is recommended by: \_\_\_\_\_  
(Engineer) (Date)

Payment of: \$ \_\_\_\_\_  
(Line 8 or other - attach explanation of the other amount)

is approved by: \_\_\_\_\_  
(Owner) (Date)

Approved by: \_\_\_\_\_  
N/A N/A  
Funding or Financing Entity (if applicable) (Date)

6.5

**FISCAL YEAR 21 SUMMARY**  
**TOWNSEND WATER DEPARTMENT - ACCOUNTS RECEIVABLE**  
**November 30, 2020**

UNCOLLECTED FROM JUNE 30, 2020

93,833.10

<u>CHARGED</u>	<u>07/01/20</u>	<u>11/30/20</u>	<u>11/30/2020</u>	<u>Previous Balance</u>	<u>Total</u>
USER CHARGES			1,519.48	663,553.50	665,072.98
SERVICE CHARGES			1,586.39	13,661.46	15,247.85
CONNECTION CHARGES			0.00	4,000.00	4,000.00
LATE CHARGES			2,711.29	6,439.99	9,151.28
BACKFLOW			0.00	4,730.00	4,730.00
SUBTOTAL			<b>5,817.16</b>		
TOTAL CHARGES					<b>698,202.11</b>
					<b>792,035.21</b>

<u>RECEIVED</u>	<u>07/01/20</u>	<u>11/30/20</u>	<u>11/30/2020</u>		
USER CHARGES			97,446.12	560,444.16	657,890.28
SERVICE CHARGES			2,016.68	14,438.41	16,455.09
CONNECTION CHARGES			0.00	4,000.00	4,000.00
LATE CHARGES			3,935.88	4,947.76	8,883.64
BACKFLOW			400.04	5,164.40	5,564.44
SUBTOTAL			<b>103,798.72</b>		
TOTAL RECEIPTS					<b>692,793.45</b>

SENT TO LIEN	
LIENS COLLECTED	
ABATEMENTS	-757.02
ADJUSTMENTS	557.34
AJD TO MASTER	
UNCOLLECTED	<b>99,441.44</b>
	<b>792,035.21</b>

<u>OUTSTANDING:</u>	
USER CHARGES	93,137.83
SERVICE CHARGES	2,892.41
CONNECTION CHARGES	-1,600.00
LATE CHARGES	4,899.05
BACKFLOW	112.15
TOTAL OUTSTANDING	<b>99,441.44</b>

9:48 AM  
12/11/20  
Accrual Basis

Townsend Water Department  
**Budget vs. Actual**  
July through November 2020

	<u>Jul - Nov 20</u>	<u>Budget</u>	<u>\$ Over Bud...</u>
Ordinary Income/Expense			
Expense			
061.000 · General Operations 000			
061.001 · Personal Services 1			
5100 · Salaries & Wages-Water Super	0.00	110,000.00	-110,000.00
5110 · Salary & Wages-Oper Staff	56,379.51	168,135.55	-111,756.04
5112 · Salary & Wages-Support Staff	23,428.40	70,624.22	-47,195.82
5130 · Additional Gross	2,733.80	14,240.00	-11,506.20
5134 · Additional Gross-Reg&SpecOnc...	5,346.44	20,363.10	-15,016.66
5190 · Other Stipened-Longevity	0.00	1,200.00	-1,200.00
5191 · Other - Stipend BOWC	0.00	3.00	-3.00
5192 · Other-Certification/Stipend	0.00	1,500.00	-1,500.00
5193 · Retirement Benefit	0.00	0.00	0.00
5195 · Other-Clothing Allowance	0.00	0.00	0.00
5197 · Vehicle Allowance -Super	0.00	0.00	0.00
5198 · Snow Storm Stipend	0.00	4,000.00	-4,000.00
Total 061.001 · Personal Services 1	87,888.15	390,065.87	-302,177.72
061.002 · Purchased Services 2			
5210 · Energy	24,668.93	80,000.00	-55,331.07
5240 · Repair & Maint Building	468.07	50,000.00	-49,531.93
5245 · Repair & Maint Equipment	2,084.48	40,000.00	-37,915.52
5245006 · Repair & Maintain Equip SC...	1,317.50	10,500.00	-9,182.50
5245007 · Repair & Maintain-Distribution	0.00	30,000.00	-30,000.00
5270 · Rentals	600.00	1,050.00	-450.00
Total 061.002 · Purchased Services 2	29,138.98	211,550.00	-182,411.02

6.6



9:48 AM  
12/11/20  
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Townsend Water Department  
**Budget vs. Actual**  
July through November 2020

	<u>Jul - Nov 20</u>	<u>Budget</u>	<u>\$ Over Bud...</u>
<b>061.003 · Purchased Services 3</b>			
5300-02 · Proff Legal Expense	0.00	12,000.00	-12,000.00
5300 · Professional Services	18,696.73	63,000.00	-44,303.27
5300100 · Proff Service Backflow	4,300.00	9,500.00	-5,200.00
5340 · Communication	9,655.13	21,000.00	-11,344.87
5380 · Other Services	0.00	2,730.00	-2,730.00
<b>Total 061.003 · Purchased Services 3</b>	<b>32,651.86</b>	<b>108,230.00</b>	<b>-75,578.14</b>
<b>061.004 · Purchased Supplies 4</b>			
5420 · Office Supplies	587.03	5,250.00	-4,662.97
5430 · Building Supplies	0.00	1,575.00	-1,575.00
5435 · Equipment Maint Supplies	0.00	1,575.00	-1,575.00
5460 · Groundskeeping Supplies	86.95	525.00	-438.05
5480 · Vehicular Supplies	1,515.14	9,000.00	-7,484.86
<b>Total 061.004 · Purchased Supplies 4</b>	<b>2,189.12</b>	<b>17,925.00</b>	<b>-15,735.88</b>
<b>061.005 · Purchased Supplies 5</b>			
5530 · Public Works Supplies	26,190.77	55,000.00	-28,809.23
5531 · Chemicals	8,338.15	24,150.00	-15,811.85
5580 · Other Supplies	0.00	1,050.00	-1,050.00
5585 · Clothing Allowance	962.45	5,250.00	-4,287.55
<b>Total 061.005 · Purchased Supplies 5</b>	<b>35,491.37</b>	<b>85,450.00</b>	<b>-49,958.63</b>
<b>061.007 · Other Charges &amp; Exp 7</b>			
5710 · Travel/mileage-in state	0.00	1,155.00	-1,155.00
5720 · Out of State Travel	0.00	0.00	0.00
5730 · Dues and Memberships	1,470.00	4,300.00	-2,830.00
5780 · Other Charges	0.00	525.00	-525.00
5785 · Water Assessment D.E.P.	0.00	2,200.00	-2,200.00
5850 · New Equipment	1,213.28	10,500.00	-9,286.72
<b>Total 061.007 · Other Charges &amp; Exp 7</b>	<b>2,683.28</b>	<b>18,680.00</b>	<b>-15,996.72</b>



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12/11/20  
Accrual Basis

**Townsend Water Department**  
**Budget vs. Actual**  
July through November 2020

	<u>Jul - Nov 20</u>	<u>Budget</u>	<u>\$ Over Bud...</u>
<b>061.400 · Special Projects 400</b>			
5012 · System Enhancement	0.00	122,632.92	-122,632.92
5805 · Meadow Rd Main Replacement	30,480.50	41,435.98	-10,955.48
5895 · Main Line Gate/Valve Replacemen	0.00	60,000.00	-60,000.00
5902-18 · Main St Cleaning	0.00	0.00	0.00
<b>Total 061.400 · Special Projects 400</b>	<b>30,480.50</b>	<b>224,068.90</b>	<b>-193,588.40</b>
<b>061.500 · Special Articles 500</b>			
5000 · Water Oper Emergency Res Fund	0.00	0.00	0.00
5005-18 · Update Master Plan	15,500.00	25,000.00	-9,500.00
5020 · Storage Tank Maintenance	0.00	5,198.40	-5,198.40
5803-19 · Generator 540 Main St	0.00	30,000.00	-30,000.00
5804-16 · Upgrade Witches Brook	0.00	40,000.00	-40,000.00
5809-17 · Highland Street Storage Tank	0.00	75,000.00	-75,000.00
5895-21 · Witches Brook Daytank	18,629.01	75,000.00	-56,370.99
590218 · STM ART Utility Billing	0.00	18,000.00	-18,000.00
<b>Total 061.500 · Special Articles 500</b>	<b>34,129.01</b>	<b>268,198.40</b>	<b>-234,069.39</b>
<b>Total 061.000 · General Operations 000</b>	<b>254,652.27</b>	<b>1,324,168.17</b>	<b>-1,069,515.90</b>
<b>061.009 · Debt Service 9</b>			
5910 · Long Term Debt-East Side Phase1	0.00	37,962.00	-37,962.00
5911 · Long Term Debt-East Side Ph 2	0.00	54,078.00	-54,078.00
5920 · Long term Interest-Phase1	0.00	4,412.00	-4,412.00
5921 · Long Term Int East Side Ph2	0.00	7,505.00	-7,505.00
<b>Total 061.009 · Debt Service 9</b>	<b>0.00</b>	<b>103,957.00</b>	<b>-103,957.00</b>

U.I.

9:48 AM  
12/11/20  
Accrual Basis

Townsend Water Department  
**Budget vs. Actual**  
July through November 2020

	<u>Jul - Nov 20</u>	<u>Budget</u>	<u>\$ Over Bud...</u>
063.400 · Projects			
5805-18 · West End-Water Main	<u>0.00</u>	<u>70,884.23</u>	<u>-70,884.23</u>
Total 063.400 · Projects	<u>0.00</u>	<u>70,884.23</u>	<u>-70,884.23</u>
Total Expense	<u>254,652.27</u>	<u>1,499,009.40</u>	<u>-1,244,357.13</u>
Net Ordinary Income	<u>-253,745.64</u>	<u>-1,499,009.40</u>	<u>1,245,263.76</u>
Net Income	<u><u>-253,745.64</u></u>	<u><u>-1,499,009.40</u></u>	<u><u>1,245,263.76</u></u>

6.6

**3.6) Driveway was moved 15 feet from hydrants. Approved no issue**

**3.7) About 150 Gallon meters Left in System will be making a push after new years working on a list. Meters orders for the 24 non functioning meters. The are 129 industrial/Commercial/Industrial Accounts.**

**Proposal all commercial accounts to be billed monthly and residential Customer requests.**

<b>Commercial</b>	<b>Monthly</b>	<b>Residential Quarterly</b>
<b>Tier 1</b>	<b>4.32 per 100 cu feet (500cu feet)</b>	<b>(1500 cu feet)\</b>
<b>Tier 2</b>	<b>4.82 per 100cu feet (501-1000 cu ft)</b>	<b>(1501-3000 Cu feet)</b>
<b>Tier 3</b>	<b>5.32 per 100cu feet (1001-1500 cu ft)</b>	<b>(3001-4500 cu Feet)</b>
<b>Commercial meters without lawn irrigation capped at tier</b>		
<b>Tier 4</b>	<b>6.00 per 100 cu feet (1500 and up)</b>	<b>(6000 Cu Feet and up)</b>

**4.32 per cu feet is no change**

**Bond debt**

**\$13.50 per month or 37.50 per quarter plus usage**

**Labor \$75.00 per hour**

**Backhoe \$250.00 per hour**

**3.8) Shepco recommend for payment. After payment \$ 24,000 left in account**

**3.9) Change a phone plan to an Ipad plan for GIS/ Gate prints**

**4.1) test the other half of main ST and move forward in planning main st well**

**4.2) Commissioners**

**5.1) getting prices generators at 540 and 512 Main st \$30,000 in line item 5803.**

**540 Main most likely under \$10,000 and 512 Main nearer to \$50,000 will no more next meeting. Asked Prowers for estimates. Also started the process to dispose of the old KOH and all the scrape metal. Need to get a quate on replacing the front glass door as mentioned in the Master Plan**

**5.2) No progress the last 6 months by contractor met with building dept. on this. Recommend building a tank up hill working on getting easement from West Meadow estates. Tank Price for 250,000 gallon tank \$174,00 installed no piping. Boaster Pump may not support 48 units. 4 house lots are now for sale right after boaster station before this project.**

**5.3) Water main was finished and put in service last Thursday.**

## **Water Commissioner meeting**

**14 Dec 2020**

### **3.3) Master Plan;**

**a) replacing 3 hydrants emergency basis met with fire dept they had concerns of missing hydrants**

**345 Main St at Scales road (missing hydrant)**

**111 fitchberg Rd (missing hydrant)**

**1 Blood Rd seized hydrant no break away**

**Certified Hydro Applications starting Wednesday after dig safe clears and Hydrants arrive.**

**b) Main replacement, sent map of center of town 500 of main missing all water must go down Worcester Rd to Lunenburg Rd back down Elm St back to main. The 16 and 10in on East main have to connection. Add 12 in main Brookline St Highland to main 720 feet. Connect 278 main St old Library to 12in main elm St 600 feet and 150 feet riverbank terr. finishing the loop from jeet/elm**

**c) Eastman 12in main no main present leave 3 gated T on main and turnpike for future work**

**d) Higher tank South Lunenburg Road supporting main 12inch Bayberry Rd from Fitchburg and Old Battery to Wyman Ground Elev. 690 peak**

**Higher Tank North Warner Rd Ground Elev. 630 peak**

**e) Main St 8inch to a 12 inch South St to Edwards Spaulding is a 10, South is a 12, Edwards is a 12 inch**

**f) Main St wellfield to a well**

**g) test cross St well**

**h) replace more of main st**

**i) Replace ABS pipe**

**3.4) will be working on that this week pfas class 14 Jan mass rural water assoc.**

**3.5)?**

**5.4 Plan to turn on well in the spring and run it to waste. Will get test results to work with.**

**5.5 Sanitary Survey, all there is left is leak detection to complete**

**5.6 Leak Detection Bids   Mile Leak Detection \$5,799**

**Prowler                      \$6,000**

**Hydra Tech                \$10,625**

**5.7 Completed 6 nuts replaced 15 other vacuumed out and exercised \$ 4,800 approve to pay**

**5.8 2 beavers were removed by Beaver Solutions and 2 dams breached with water back down to normal.**

**5.9 we have started reorganizing the office. The waiting room is near completion. The file is finished. Waiting on the new copy machine which will go into the copy/ supply room.**

**Leaving the conference room to be only a conference room. Also waiting for the new SCADA computers to be installed to complete the Scada/ Crew office.**

**5.10 Looking to self-paint the Highland tank. There is a \$75,000 line item and a \$200,000 proposal in the Master Plan. Can be done for under \$20,000 with getting a Power washer and Generator to be used to Power wash all the sites listed in the Master plan as part of the \$20,000.**