

BOARD OF WATER COMMISSIONERS' MEETING
AUGUST 12, 2007
5:30 P.M.

MEMBERS PRESENT: Fran McNamara, Jack Caten and Niles Busler.

GUESTS PRESENT: Brenda Boudreau-Clerk. Paul Rafuse was absent.

Fran opened the meeting at 5:37 p.m.

Warrants previously signed for: \$5,365.73, \$450,000.00, \$129.23, \$1,663.06, \$2,028.69, \$2,833.52, \$3,734.50, \$86,377.96 and \$9,702.47 totaling \$561,835.16.

Previously signed payroll warrants: \$3,740.34, \$3,712.50, \$3,014.90, \$3,765.20 and \$3,745.09 totaling \$17,978.03.

DECISION: The Board voted unanimously to accept the minutes of July 12, 2007.

OLD BUSINESS:

1. The Board signed the registration/permit transfer form BRP WM01 to transfer from Witches Brook Water Company to Town of Townsend Water Department.
2. The Board signed the revised acceptance of deed for Witches Brook Water Company.
3. The Board reviewed and signed the notice of extension regarding construction of septic systems on two lots that abut Zone I of Witches Brook wells.
4. The Board reviewed the title search invoice for the acquisition of Witches Brook Water Company and its assets i.e.: Bill of sale, Assignment of contract and Agreement for assignments of warranty that will be presented to the Board when warrants are located for execution.
5. The Board tabled the discussion about a detailed report prioritizing the future needs of the Water Department until next meeting.

NEW BUSINESS:

1. Fran reported to the Board that he went to observe the flow tests being performed and that they would be test at Witches Brook at a later date.
2. The Board discussed carrying over the balance of account 061.500.5020 Storage Tank Maintenance.

DECISION: The Board voted unanimously to carry forward the balance of account 061.500.5020 Storage Tank Maintenance.

3. Brenda reported on the July account receivable report.
4. Brenda reported on the August shut-off notices.
5. Brenda presented the Board with a contract and list of fees that would enable the office to accept credit card payments. The Board decided not to accept this contract at this time. They feel that the fees are too high but would revisit the issue in the future if we find another provider at a reasonable rate and if the water takers show interest in making payments this way.
6. Brenda presented information regarding purchasing a new computer for Witches Brook Water Company billing software. The Board agreed that we should look into the possibility of combining the software to our existing computers.

The Board voted unanimously to adjourn the meeting at 6:38 p.m.

The next meeting is scheduled for September 11, 2007.

Respectfully submitted,

Brenda Boudreau-clerk.