

WATER COMMISSIONERS' MEETING
AUGUST 8, 2000
7:00 P.M.

Meeting held at the Water Department office, 540 Main Street, West Townsend.

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

GUESTS PRESENT: Supt. Paul Rafuse, Jean Dinon – Clerk, John & Patricia Paula, Vera McCarthy, Peter Collins, Robert Tumber, Kevin Smith and Robert Leahy.

Chairman Dunbar opened the meeting at 7:10 p.m. Minutes of the July 18, 2000 and August 3, 2000 were read and approved. Warrants previously signed for \$250.00, \$6,058.17, \$3,744.00 and \$4,740.96 totaled \$14,793.13. Previously signed payroll warrants for \$2,829.56, \$2,800.52 and \$2,789.35 totaled \$8,419.43.

Commissioners read and noted the following correspondence:

- A. Notice from Lorna Moritz, Transit Realty Associates dated June 14, 2000 re: Notice of rent or fee increase.
- B. Notice from DEP dated July 2000 re: Certificate of registration.
- C. Letter from Carter Scott, Transformations, Inc. dated May 15, 2000 re: 91 Highland Street development.
- D. Memo from Andrea Wood, Finance Committee Clerk, dated July 17, 2000 re: Fall STM budget increases and articles.
- E. Memo from Andrea Wood, Finance Committee Clerk, dated July 17, 2000 re: Reorganization and department representatives.
- F. Memo from Board of Registrars dated July 18, 2000 re: Population figure for January, 2000.
- G. Memo from Board of Selectmen dated July 20, 2000 re: Payroll forms/slips.
- H. Memo from Beverly Sleeper, Town Administrator dated July 20, 2000 re: Highland/Smith & Cross Street.
- I. Copy of letter to John Boardman, David E. Ross Associates, Inc. from Paul Rafuse dated July 21, 2000 re: Changes to site plan for Old Meetinghouse Road.
- J. Copy of letter to all residents of Warren and Shirley Road from David Dunbar dated

July 26, 2000 re: Survey for Community Development Block Grant (CDBG) application.

- K. Copy of letter to Daniel Murphy, Town Clerk from Paul Rafuse dated July 26, 2000 re: Reorganization of the Board of Water Commissioners.
- L. Memo from Beverly Sleeper, Town Administrator dated July 27, 2000 re: Personnel forms/information.
- M. Copy of letter to Virginia Chadbourne, Earth Tech from Paul Rafuse dated July 31, 2000 re: Planning/zoning data for water management act and state funding applications.
- N. Copies of letters to Peter Collins, Properties Committee and to Mr. & Mrs. Robert Collins from Paul Rafuse dated August 1, 2000 re: Invitation to August Water Commissioners' meeting to discuss access road easement for the Fitchburg Road storage tank.
- O. Copy of letter to Richard Choate, Town Accountant from Jean Dinon dated August 2, 2000 re: Transfer of \$1,000.00 from Other Earnings account to Salaries and Wages account.
- P. Memo from Anne Klayman, Executive Director of Utility Contractors' Association of New England, Inc. dated August 2, 2000 re: FY01 – last year of 0% interest SRF loans.
- Q. Noted one legal notice from Conservation Commission.

OLD BUSINESS:

1. Paul introduced Peter Collins, Properties Committee representative, re: Easement for access road to Fitchburg Road storage tank. Peter said that an easement to Mr. and Mrs. Robert Collins' property and an easement to Funiolo's property would allow access to and from the property. Paul and Peter were going to make arrangements to measure both properties to see exactly where the road existed between the two properties and to mark it.
2. Paul introduced Robert Leahy re: Zone I land. Robert had the land appraised, and the lot is worth \$95,000.00 and would like payment ½ now and ½ later. He would like to be connected to the main for water and to make sure the beaver situation is taken care of. The time frame that the Board is looking at to hear from the South Fitchburg Hunting and Fishing Club is in the fall. Motion made, seconded and approved that if

it doesn't work out with the South Fitchburg Hunting and Fishing Club then will have David Ross Associates survey 500' radius on Robert Leahy's property. This survey will be paid for by the Townsend Water Department.

3. Paul presented the results of the income survey for Warren and Shirley roads. He said the incomes were over and couldn't apply for grant through Montachusett Regional Planning Commission (MRPC). Glenn Eaton from MRPC said that income is over the range for a grant.
4. Paul announced that the main extension on Emery Road has been completed and that it passed the pressure test.
5. Paul presented the information on the commissioner's stipend, and it was tabled.
6. Paul mentioned that the contract agreement with Earth Tech for Old Meetinghouse Road has been signed.
7. Paul mentioned that further surveying at South Fitchburg Hunting & Fishing Club may be necessary.
8. Paul presented the information on raising all rates, fees and charges, and it was tabled.
9. Paul presented request to obtain specs for purchase of new backhoe, and it was tabled for more quotes.

NEW BUSINESS:

1. Motion made, seconded and approved that notice from DEP re: Certificate of registration be published in Times Free Press. Paul will contact the paper on this.
2. Motion made, seconded and approved that the development on Highland Street is to take town water. A letter will be written to the Planning Board concerning this matter.
3. Motion made, seconded and approved 1" service, App. #566, John & Patricia Paula, 44 Emery Road. Check received for Connection Charge of \$800.00.
4. Paul introduced Vera McCarthy re: Wrap around billing. Vera said that Lunenburg

and Acton is using this type of billing. She said for Paul to find out if Jayhawk has mailer for program. If doesn't have mailer, then can give overlay for it. In order to get bulk rate, you need to mail 200 pieces. As number increases, bulk rate goes down.

5. Paul told the Board about an incident that had happened in Timberlee Park in which the Water Department was contacted by the Fire Department. There was a discussion about the incident, and motion made, seconded and approved to write a letter to Stephen Richards and Fire Department saying that Water Department cannot service Timberlee Park residents in the future due to legal constraints.
6. Paul presented the July appropriation balances report.
7. Paul presented the interest earned on water revenues.
8. Paul presented the surplus funds report. Discussion on disbursement of the funds was tabled.

Motion to adjourn the meeting at 10:00 p.m.

Next regular meeting to be held on September 12, 2000.

Respectfully submitted,

Jean R. Dinon, Clerk