

BOARD OF WATER COMMISSIONERS' MEETING
NOVEMBER 10, 2008
5:30 P.M.

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

GUESTS PRESENT: Supt. Paul Rafuse, Michelle and Peter Bennett, Bernard Belliveau and Jean Dinon – clerk.

Jack opened the meeting at 5:45 p.m.

DECISION: The board voted unanimously to approve the minutes of September 8, 2008 and October 6, 2008.

CORRESPONDENCE:

- A. Letter to Water Commissioners dated October 4, 2008 from John D'Angelillo re: Unit charge. Jack would like Paul to answer his questions in a letter. Also, ask if he would like to come to a board meeting.
- B. Letter from Michelle Bennett dated October 10, 2008 re: Unit Charge.
- C. Invoice from Richard Reault, 41 Mason Road re: Bill. Jack asked Paul what this was about. Paul said Gary Shepherd billed Mr. Reault for all expenses, and we billed him too. Niles said bill should be generated 30 days after work is done. Paul will send letter to Mr. Reault and say bill should be paid by him.

NEW BUSINESS:

- 1. David Zuccaro, Balsam Drive, came to meeting re: Request compensation for damage to motorcycle due to trench on Beech Street. David brought in a witness letter and an estimate for damages. He wasn't going fast and tried to drive straight. He said it cost him \$90.00 for the estimate. Jack would like to get a legal opinion and will get back to him. It was tabled.
- 2. Paul discussed/reviewed relocation of water service at 13 Elm Street and charges. We can relocate water line at side of building. Deck has been condemned and has to be torn down. The cost of labor and materials for relocating the water line is what will be charged.
DECISION: The board voted unanimously to charge materials and labor at cost.
- 3. Paul discussed/reviewed purchase of laptop. Paul sent emails to the board. Niles thinks Paul needs a small laptop. Paul said \$769.00 has one year warranty from PC and two years from manufacturer and \$799.00 from John Funaiole.
DECISION: Board voted unanimously to purchase laptop for \$799.00 from John Funaiole.
- 4. Paul reported grant applications for rate survey available in spring. This is done through DEP. Jack wants Paul to find out if information can be shared.
- 5. Jean reported October account receivable reports.
- 6. Jean reported October appropriation balances reports.
- 7. Jean reported abatements to the following accounts: Richard Fiorentino, Acct #42, Brick Steamer, LLC, Acct #1039 and United Church of Christ, Acct #606.
DECISION: The board voted unanimously to abate the \$50.00 unit charge on Richard Fiorentino, Acct #42, Brick Steamer, LLC, Acct #1039 and United Church of Christ, Acct #606.

8. Jack wants Paul to call representative Hargraves' office on how to amend Acts of 1920.
9. DECISION: Board voted unanimously to transfer \$72,000.00 from Water Main Extensions to Chemicals pending town meeting approval.
10. DECISION: Board voted unanimously to transfer \$2,501.62 from retained earnings (surplus) to intermunicipal for purpose of paying shortfall of expenses pending town meeting approval.

OLD BUSINESS:

1. Paul discussed/reviewed revised license agreement to utilize Fitchburg Road storage tank access roadway for Mrs. Collins and Mr. St. Hilaire. Paul said the agreements are the same for both with a few changes. Paul removed decorative fencing, and Mrs. Collin's rocks are encroaching on our property 1 to 3 feet. Niles would like Mrs. Collins and Mr. St. Hilaire to sign agreement before board does. It was tabled.
2. Paul discussed/reviewed prioritized list of capital expenditures for future planning. Jack said we will have to incorporate this with the budget. Paul is going to have Tom Mahanna, Stantec, attend the next board meeting on December 8, 2008 and go through a few scenarios. Fran said will have to have at least three tubular well fields. Niles said Townsend's build-out is behind schedule.
3. Jack would like town counsel to look over the letter from Lunenburg Water District.
4. Niles would like a letter sent to Board of Selectmen stating where money is going to go from board of water commissioners.
5. Paul discussed/reviewed Atwood Acres II affordable elderly housing project. Paul said extending from hydrant to another hydrant and into the building.
6. Paul reported security cameras for Witches Brook pumping stations. Paul asked vendors to come to November 24, 2008 meeting. Paul is more confused than ever.
7. Paul reported networking facilities for SCADA system. Paul is working with Steve Cloutier. Paul will talk to Bernie at Beltronics.
DECISION: Board voted unanimously to approve to secure radio frequency for radio SCADA.
8. Michelle Bennett, Bennett Way, re: Unit charge. Jack said had meeting with town accountant. It's illegal to abate anything other than within the period you receive your bill and the time the bill is due. A copy of the law was provided to the board from Kim.
DECISION: Board voted unanimously to abate \$50.00 unit charge to Michelle Bennett, Bennett Way.
9. Paul will contact town counsel concerning the minutes.

The next scheduled warrant signing is Monday, November 24, 2008.

The next scheduled meeting is Monday, December 8, 2008.

Jack adjourned the meeting at 7:37 p.m.

Respectfully submitted,

Jean R. Dinon, Clerk

