

WATER COMMISSIONERS' MEETING
OCTOBER 16, 2001
6:30 P.M.

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

GUESTS PRESENT: Paul Rafuse, James and Barbara Misner, Kenneth Amadon, Ron Koivu, Peter Cricones and Jean Dinon – clerk.

The meeting was opened at 6:40 p.m.

Previously signed warrants for \$1,420.96, \$1,507.00, \$1,980.00 and \$5,902.68 totaled \$10,810.64. Previously signed payroll warrants for \$2,912.31, \$2,842.24, \$2,992.58 and \$2,888.46 totaled \$11,635.59.

Commissioners read and noted the following correspondence:

- A. Letter from James Johnson, Massachusetts Department of Revenue dated September 19, 2001 re: Certification of surplus funds.
- B. Letter to Planning Board from Paul Rafuse dated September 19, 2001 re: Proposed Coppersmith Way subdivision at 91 Highland Street.
- C. Letter to Townsend Ford Sales, Inc. from Paul Rafuse dated September 19, 2001 re: Awarded bid for dump truck.
- D. Letter to Colony Ford Truck Sales from Paul Rafuse dated September 19, 2001 re: Quote for dump truck.
- E. Letter to Lynne Remington, David E. Ross Associates, Inc. from Paul Rafuse dated September 19, 2001 re: Proposal for wetland plan for Old Battery Road.
- F. Letter to Water Commissioners and Paul Rafuse from Beverly Sleeper, Town Administrator dated September 19, 2001 re: Chief procurement duties.
- G. Memo from Daniel Murphy, Town Clerk dated September 21, 2001 re: Open meeting law.
- H. Memo from Dick Choate, Town Accountant dated September 21, 2001 re: GASB statement 34 (Inventory of fixed assets).
- I. Letter to Conservation Commission from Paul Rafuse dated September 25,

2001 re: Narrative of procedures to address erosion and sedimentation control for main installation on Old Battery Road.

- J. Letter to South Fitchburg Hunting & Fishing Club from David Dunbar dated September 28, 2001 re: Proposed well site.
- K. Letter from William Nunnery, Earth Tech dated October 1, 2001 re: Upcoming regulatory requirements for drinking water.
- L. Memo from Beverly Sleeper, Town Administrator dated October 4, 2001 re: Special town meeting.
- M. Memo from Lisa Wheeler, Human Resources Coordinator dated October 11, 2001 re: Conflict of interest law seminars.
- N. Commissioners noted one referral notice from Zoning Board of Appeals without comment and noted one petition from Planning Board.

OLD BUSINESS:

- 1. Paul discussed delegation of powers and duties form sent to inspector general office from CPO/Town Administrator and approval for him to attend the procurement classes noted. He received a call from Town Administrator when we had truck bids. Paul called inspector general's office and said that before he will be delegated the duties he needs to take two more classes. Paul is going to write a letter to Town Administrator for clarification and to request an amendment to the form sent to the inspector general's office.
- 2. Paul discussed the district survey. He feels that a separate meeting every month should be set up to discuss the district and should last about one hour so that we can get ready for spring town meeting. It was decided to have second Tuesday for board meetings and third Tuesday for district meeting.
- 3. Paul reported progress update on Old Battery Road. Two meetings have been continued for the Conservation Commission because they wanted plans for wetlands. We are on the agenda for Conservation Commission meeting on October 29, 2001, and they will look at those plans, make their recommendations and go to National Heritage and Endangered Species and DEP for their approval. Installation is in jeopardy for this fall.

4. Ron Koivu discussed the water line for Harbor Trace. He measured from South Row Road to Warren Road and measures about 1,500 feet. South Street bridge has to be done before water can be installed there. Seventeen houses will be in the development. He suggested that maybe Water Department could work out payment for pipe on street. The development will begin in the spring of 2002. Only five houses at a time will be done. An agreement has to be done for the Planning Board. Ron will go ahead with engineers. Paul will send a letter to the Planning Board stating that we are working together on this development as far as water installation.
5. Paul reported on testing Leahy property. He contacted Doug DeNatale, Earth Tech, and Doug is in touch with Chapman. Chapman will be scheduled for the job when he's free. He can still do this in the winter.
6. Paul reported that on November 7, 2001 there is a Planning Board meeting on Highland Street project. He called Bill Nunnery, Earth Tech to see if he had dealings or knowledge about sand filtrations for septic. He was going to get information on it. Also, Paul contacted Carter Scott and told him that he wants literature on this. Not too many boards including Conservation and Planning as well as Paul is in favor of this project; 90% of it is within Zone II and 34 possible septic systems.

NEW BUSINESS:

1. Motion made, seconded and approved Appl. #584, James Misner, 124 Wallace Hill Road, 1" service.
2. Paul discussed office window replacement quotes. There were two quotes. Motion made and seconded that Clark Home Improvements be awarded the bid for \$4,680.00.
3. Paul discussed purchase of new line locator. It was tabled for more quotes.
4. Motion made, seconded and approved Appl. #582, Kenneth Amadon, 58 Spaulding Street, 1" service.
5. Paul discussed articles submitted for fall town meeting warrant. There are three articles submitted. There is commissioners' stipend, the wage matrix and approve amended bottom line figure.
6. Paul discussed earmarking surplus money. Motion made and seconded that

\$35,000.00 from surplus money be transferred to Account #5012, new metering system. Earmarking the remainder of surplus was tabled until there is a full board.

7. Motion made, seconded and approved Appl. #583, Peter Cricones, West Meadow Road, Lot #4, 1" service.
8. Paul discussed renaming Account #5010 (Turnpike Road Bridge Project) to Master Plan Revision per suggestion of Town Accountant. It was tabled until we get figures on bridge.
9. Paul reported on the C-flow tests performed on September 26, 2001 with Mike Ohl, Earth Tech from 11:00 p.m. to 4:00 a.m. They were performed on a section of Main Street to Worcester Road; another section of Main Street just above Sterilite to harbor lights; Fitchburg Road from Depot Street to Pheasant Ridge Road; Highland Street of 16" line for comparison from tank to Bow Street and Highland Street; section of Brookline Street from hydrant at Water Street to end and was not good at only about 250 gallons per minute; Dudley Road for comparison and is a newer main and excellent. One section on Main Street wasn't good, Fitchburg Road wasn't great and Brookline Street wasn't good. Figures for flow tests will be used for the Master Plan, and there will be recommendations for what to do.

Motion made to adjourn the meeting at 8:55 p.m.

The next scheduled meeting is Tuesday, November 13, 2001.

Respectfully submitted,

Jean R. Dinon, Clerk