



TOWNSEND WATER DEPARTMENT
540 Main Street West Townsend, Massachusetts 01474

RECEIVED

By Townsend Town Clerk at 1:23 pm, Feb 06, 2020

Michael MacEachern, Chairman
(978) 597-2212

Nathan Mattila, Vice-Chairman

Todd Melanson, Clerk
Email: water@townsend.ma.us

WATER COMMISSIONERS MEETING AGENDA

February 10, 2020 – 6:00 P.M.

Water Department 540 Main Street, Meeting Room

I. PRELIMINARIES:

- 1.1 Call the meeting to order and announce meeting address.
- 1.2 Roll call.
- 1.3 Announce that the meeting is being audio recorded.
- 1.4 Chairman's additions or deletions.
- 1.5 Approve meeting minutes of
- 1.6 Review correspondence.

II. APPOINTMENTS

2.1

III. MEETING BUSINESS VOTES MAY BE TAKEN:

- 3.1 Discuss IT Services and review quote(s) from vendor(s).
- 3.2 Discuss Office Assistant's position.
- 3.3 Discuss Interim Superintendents contract.

IV. COMMISSIONERS UPDATES AND REPORT

4.1

V. INTERIM SUPERINTENDENTS UPDATES AND REPORTS VOTES MAY BE TAKEN

- 5.1 Update on FY21 budget planning.

VI. FOREMANS UPDATES AND REPORTS:

VII. OFFICE ADMINISTRATOR'S UPDATES AND REPORTS:

- 7.1 Schedule next BOWC meeting.

ADJOURNMENT: