



TOWNSEND WATER DEPARTMENT
540 Main Street West Townsend, Massachusetts 01474

Michael MacEachern, Chairman

Nathan Mattila, Vice-Chairman

Todd Melanson, Clerk

Paul Rafuse

(978) 597-2212

Water Superintendent

Email: water@townsend.ma.us

WATER COMMISSIONERS MEETING AGENDA

October 21, 2019 – 6:00 P.M.

Water Department 540 Main Street, Meeting Room

Rec'd Townsend Town Clerk

16 OCT '19 PM2:05

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.

II. MEETING BUSINESS:

- 2.1 Discuss Winter Operations procedures, plowing and OT.
- 2.2 Discuss/Review recommendation to secure additional funding at fall town meeting.
- 2.3 FY21 Budget Planning.
- 2.4 Dump Truck re-appropriation for town fall meeting.
- 2.5 Discuss increase of water rates.
- 2.6 Discuss/Vote on Interim Superintendent Addendum to extend her contract.
- 2.7 Update on 35 Adams Road.

III. COMMISSIONERS UPDATES AND REPORT

4.1

IV. INTERIM SUPERINTENDENTS UPDATES AND REPORTS

- 5.1 Discuss Main Street Water Main Project Budget.

V. FOREMANS UPDATES AND REPORTS:

- 5.1 Inspection/Cleaning of the Highland Street and Fitchburg Road Tanks.
- 5.2 Report on stations/systems updates.
- 5.3 Review quote for SCADA radio repeater system.
- 5.4 Update on 23 Proctor Road.
- 5.5 Dump Truck re-appropriation for town fall meeting.

VI. OFFICE ADMINISTRATOR'S UPDATES AND REPORTS:

- 6.1 Schedule next BOWC meeting.
- 6.2 Review and sign Bills Payable Warrants
- 6.3 Review and sign Schedule of Bills Receivable report.
- 6.4 Review Accounts Receivable Report.
- 6.5 Review year to date expenditures.

ADJOURNMENT: