



**TOWNSEND WATER DEPARTMENT**  
540 Main Street West Townsend, Massachusetts 01474

Rec'd Townsend Town Clerk  
1 MAY '19 PM 1:12

Lance Lewand, Chairman  
Paul L. Rafuse,  
Water Superintendent

Michael MacEachern, Vice-Chairman

Nathan Mattila, Clerk  
(978) 597-2212  
Email: [water@townsend.ma.us](mailto:water@townsend.ma.us)

**WATER COMMISSIONERS MEETING AGENDA**

**May 6, 2019 - 5:30 P.M.**

**Revised**

**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 April 2, 2019 and Executive Session of April 2, 2019.
- 1.6 Review correspondence.

**II. APPOINTMENTS:**

- 2.1

**III. MEETING BUSINESS:**

- 3.1 Welcome new Board member.
- 3.2 Reorganize the Board.
- 3.3 Approve 1" service, 23 Proctor Road Michael & Mary McFarland, Acct#61596. RE: \$2,000.00 received.
- 3.4 Review Invoice and Approve 1" service, 65 Warren Road, Adam Woolcott, Acct#61675. Check #383 \$2,750.00 recvd
- 3.5 Customer requests Abatement for \$50.00 fine RE: MCO on 4/19/2019.
- 3.6 Discuss/Award bid for Meadow Rd. Main Replacement Project.
- 3.7 Discuss/Award bid for Main Street Main Replacement Project
- 3.8 Discuss system upgrades in coordination with the Highway Depts./The Towns Pavement Management Program (PMP).
- 3.9 Discuss scheduling a meeting with the Board of Selectmen to discuss several issues moving forward since the court ruling.
- 3.10 Discuss the matter of the Superintendent continuing to take on call duty (Per request of Commissioner Mattila).
- 3.11 Discuss prices for computer backup.

**IV. COMMISSIONERS UPDATES AND REPORT:**

- 4.1

**V. WATER SUPERINTENDENT'S UPDATES AND REPORTS:**

- 5.1 Meter Pit letter.

**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.

**ADJOURNMENT:**