



TOWNSEND WATER DEPARTMENT
540 Main Street West Townsend, Massachusetts 01474

Nathan Mattila, Chairman
Paul L. Rafuse,
Water Superintendent

Lance Lewand, Vice-Chairman

Michael MacEachern, Clerk
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WATER COMMISSIONERS MEETING AGENDA

December 11, 2017 - 5:00 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. Discuss touchpad accounts.
- 1.5 Approve Minutes of November 13, 2017, November 20, 2017 and special meeting of July 6, 2017. (SF)
- 1.6 Review correspondence.

II. APPOINTMENTS:

- 2.1 5:15 PM Karen Hill-Main St. Pumping Station bridge replacement project.

III. MEETING BUSINESS:

- 3.1 Main St. Pumping Station bridge replacement project (Karen Hill)
- 3.2 Discuss hiring of additional staff and staffing and On Call issues.
- 3.3 Discuss FY19-FY23 Capital Improvement Plan
- 3.4 Discuss FY19 draft budget.

IV. COMMISSIONERS UPDATES AND REPORT:

V. WATER SUPERINTENDENTS UPDATES AND REPORTS:

- 5.1 Ice Piggging section of main again from 526 Main St.-Wheeler Rd.
- 5.2 Start looking into another billing program/software/company.

VI. OFFICE UPDATES AND REPORTS:

- 6.1 Review and Sign Bills Payable Warrants.
- 6.2 Review and sign Schedule of Bills Receivable report. (SF)
- 6.3 Review Accounts Receivable report.

Schedule next BOWC meeting:

ADJOURNMENT: