



TOWNSEND WATER DEPARTMENT

540 Main Street West Townsend, Massachusetts 01474

Nathan Mattila, Chairman
Paul L. Rafuse,
Water Superintendent

Lance Lewand, Vice-Chairman

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WATER COMMISSIONERS MEETING AGENDA

January 10, 2018 – 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 December 11, 2017 and special meeting of July 6, 2017. (SF)
- 1.6 Review correspondence.

II. APPOINTMENTS:

- 2.1 5:20 PM Paul & Cindy Boundy RE: Discuss Water Main Replacement
- 2.2 5:40 PM Lou Soracco Tighe & Bond: Funding source/s for water main replacement

III. MEETING BUSINESS:

- 3.1 Main St. Pumping Station bridge replacement project: Approve quote for rail car bridge.
- 3.2 Discuss hiring of additional staff in preparation for January 16th meeting with Board of Selectmen and staffing and On Call issues.
- 3.3 Discuss FY19-FY23 Capital Improvement Plan
- 3.4 Discuss FY19 draft budget.
- 3.5 Discuss/Review proposed plan for a multi field baseball/softball complex in Timberlee Park off Ash St. across from Witch's Brook wells.
- 3.6 Discuss the need to pursue and acquire the services of another billing program/software company for water billing.
- 3.7 Review and sign Conflict of Interest law acknowledgement.

IV. COMMISSIONERS UPDATES AND REPORT:

- 4.1 Discuss comments made by Selectmen Clark at December 20, 2017 Board of Selectmen's meeting.

V. WATER SUPERINTENDENT'S UPDATES AND REPORTS:

VI. OFFICE ADMINISTRATOR'S 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: