



TOWNSEND WATER DEPARTMENT

540 Main Street West Townsend, Massachusetts 01474

Lance Lewand, *Chairman*

Michael MacEachern, *Vice-Chairman*

Nathan Mattila, *Clerk*

Paul L. Rafuse,
Water Superintendent

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WATER COMMISSIONERS MEETING AGENDA

October 9, 2018 – 5:30 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 Minutes of July 31, 2018 and September 11, 2018.(SF)
- 1.6 Review correspondence.

II. APPOINTMENTS:

- 2.1

III. MEETING BUSINESS:

- 3.1 Vote/ Approve refund account# 5020B. Jason Hutchins, 5 Capricorn Lane, \$53.50. RE: Final Water bill was paid twice.
- 3.2 Vote/ Approve refund account# 60772. Paul Hunt, 28 Highland Street, \$2.16 late charge RE: Late Charge added in error.
- 3.3

IV. COMMISSIONERS UPDATES AND REPORT:

- 4.1

V. WATER SUPERINTENDENT'S UPDATES AND REPORTS:

- 5.1 Update on Main Street Bridge.
- 5.2 Update on water main replacement project on Main St. West Townsend
- 5.3 Update on Meadow Road water main replacement.
- 5.4 High school fire suppression issue.

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. (SF)
- 6.4 Review Accounts Receivable report.

ADJOURNMENT: