



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

*Lance Lewand, Chairman*  
Paul L. Rafuse,  
Water Superintendent

*Michael MacEachern, Vice-Chairman*

*Nathan Mattila, Clerk*  
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**WATER COMMISSIONERS MEETING AGENDA**

**September 11, 2018 - 4:00 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.
- 1.5 Approve Minutes of July 10, 2018 and August 6, 2018. (SF)
- 1.6 Review correspondence.

**II. APPOINTMENTS:**

- 2.1

**III. MEETING BUSINESS:**

- 3.1 Sign Engineering contract for Meadow Rd. water main replacement project.
- 3.2 Vote/ Approve refund account# 5050A. Steve Ryan, 1 Aries Lane, \$216.34. RE: Final Water bill was paid twice.
- 3.3 Vote/ Approve refund account# 60992B, Trever Snyder, 30 Warren Road, \$73.20. RE: Final Water bill was paid twice.
- 3.4 Vote/ Approve water service application # 2019-1, Acct# 61658, 2 Lois Lane. Received Check #362 \$2,000.00.
- 3.5 Vote/ Approve water service application # 2019-2, Acct# 61289, 86 Wallace Hill Road.
- 3.6 Discuss Touchpad accounts.

**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

**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:**