



TOWNSEND WATER DEPARTMENT
540 Main Street West Townsend, Massachusetts 01474

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[Signature]
mm

Lance Lewand, Chairman
Paul L. Rafuse,
Water Superintendent

Michael MacEachern, Vice-Chairman

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

WATER COMMISSIONERS MEETING MINUTES

July 31, 2018 – 5:00 P.M.

Water Department 540 Main Street, Meeting Room

I. PRELIMINARIES:

- 1.1 LL called the meeting to order at 5:07 P.M., 540 Main Street.
- 1.2 Roll call showed Members Present: Lance Lewand (LL) Chairman and Michael MacEachern (MM) Vice-Chair. Nathan Mattila was absent. Guests Present: Paul Rafuse.
- 1.3 LL announced that the meeting is being audio recorded.
- 1.4 Chairman's additions or deletions. None

II. MEETING BUSINESS:

- 2.1 Sign proposal for Bridge at Main Street Station from Paragon. The Board discussed the second contract for the ancillary items such as the abutments and coating. **MM made a motion to approve the proposal from Paragon in the amount of \$41,305.80, LL seconded. Unanimous vote.**

III. COMMISSIONERS UPDATES AND REPORT:

3.1

IV. WATER SUPERINTENDENT'S UPDATES AND REPORTS:

4.1

ADJOURNMENT:

MM made a motion to adjourn the BOWC meeting at 5:12 P.M. LL seconded. Unanimous vote.

Respectfully Submitted,

[Signature of Brenda Boudreau]

Brenda Boudreau
Office Administrator



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WATER COMMISSIONERS MEETING MINUTES

July 31, 2018 – 6:00 P.M.

Selectmen's Chambers, Memorial Hall, 272 Main Street, Townsend, MA

I. PRELIMINARIES:

- 1.1 LL called the meeting to order at 6:28 P.M., Selectmen's Chambers.
- 1.2 Roll call showed Present: Lance Lewand, Michael MacEachern and Paul Rafuse. Nathan Mattila was absent.
- 1.3 LL announced that the meeting is being audio recorded.
- 1.4 Chairman's additions or deletions. None

II. MEETING BUSINESS:

- 2.1 Approve/sign proposal for Bridge at Main Street Station from Paragon. Paul stated that the first contract was for the basic construction of the bridge and the second proposal submitted at tonight's meeting is to add heavy duty abutments for the safety of the chemical delivery trucks. Lance explained that the second part of the contract was to add the ancillary items such as bridge abutments, guard rails and primer/finish coatings totaling \$41,305.80. **Cindy King moved to approve the contract for Paragon Bridge works for the construction of the bridge at the Main Street Station in the amount of \$41,305.80. Sue Lisio seconded. Unanimous vote.**
- 2.2 Declare vacancies for part-time Office Assistant and Operator in training, Water Technician. SL requested that PR work with the Town Administrator to clarify the job duties of the Office Assistant position and that this new position would need to be classified and placed on the matrix. Sue Lisio asked for the Commissioners to come back when the job description and classification are completed. After a brief discussion **Cindy King moved to declare a vacancy for a full time Water Technician. Sue Lisio seconded. Unanimous vote.**
- 2.3 Discuss payment of Attorney Fees. The BOS would not comment on special counsel until the pending litigation has been resolved.

III. COMMISSIONERS UPDATES AND REPORT:

3.1

IV. WATER SUPERINTENDENT'S UPDATES AND REPORTS:

4.1

ADJOURNMENT:

LL mad0 a motion to adjourn at 7:20 P.M. MM seconded. Unanimous vote.

Respectfully Submitted,

[Signature]

Brenda Boudreau, Office Administrator