



TOWNSEND WATER DEPARTMENT
540 Main Street West Townsend, Massachusetts 01474

Lance Lewand, *Chairman*

Michael MacEachern, *Vice-Chairman*

Nathan Mattila, *Clerk*

Paul L. Rafuse,

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Email: water@townsend.ma.us

Water Superintendent

WATER COMMISSIONERS MEETING MINUTES

February 19, 2019 – 5:00 P.M.

Water Department 540 Main Street, Meeting Room

I. PRELIMINARIES:

- 1.1 LL called the meeting to order at 5:05 P.M., 540 Main Street.
- 1.2 Roll call showed three members present: **Chairman, Lance Lewand (LL) Vice-Chair, Michael MacEachern (MM) and Clerk, Nathan Mattila (NM).**
- 1.3 LL announced that the meeting is being audio recorded.
- 1.4 Chairman's additions or deletions. LL reported that after hearing of Rogers's exit interview and subsequent BOS decision to have an independent company come in and perform our water testing he had sent an email to Chairman, Sue Lisio asking why they didn't speak to the BOWC prior Sue responded that it was the job of the BOS to assure the water was safe and Lance responded that it is the job of the BOWC. Paul reported that all the water testing came back absent of bacteria.
- 1.5 Approve meeting minutes of November 12, 2018, December 11, 2018 and January 15, 2019. NM voted to approve the meeting minutes of November 12, 2018, December 11, 2018 and January 15, 2019. MM seconded. Unanimous vote.
- 1.6 Review correspondence. None.

II. APPOINTMENTS:

- 2.1 5:30 Adam Woolcott & Jason Colavito, 65 Warren Road RE: New service line. The Board met with Adam and Jason. They explained that they had some issues with the cost of the water line installation and was under the assumption that when Bret King charged them \$4,000.00 to install a new water line to the curbstop at 65 Warren Road it would include the fees for the \$2,000.00 water service application and the \$750.00 tapping fee. The BOWC explained to them that homeowners wishing to outsource a contractor to perform the work happens frequently. After a lengthy discussion the Board asked them to have a discussion with Mr. King to see if he could help them with the amount due and then come back to the BOWC.

III. MEETING BUSINESS:

- 3.1 Vote/Approve Water Foreman position. Paul reported that after interviewing candidates for the foreman's position who currently held the licenses needed, his recommendation was Ryan Lapierre of Townsend. **NM moved to approve the position of water foreman to Ryan Lapierre. MM, aye LL aye NM nay. 2-1 in favor.**
- 3.2 Discuss recent inquiry from BOS and TA. Tabled
- 3.3 Discuss policy regarding Water Department employees on the BOWC. Tabled.
- 3.4 Discuss/Vote/Approve policy created by Superintendent RE: Responsibility for cost to repair leaks on services with meter pits. Paul spoke about a policy for meter pits. He is suggesting reading them once a month to insure there is no leak or move the meter inside the home.
- 3.5 Discuss procedures if the water department wins its case in court. Tabled
- 3.6 Discuss Bylaws. Tabled.
- 3.7 Approve 1" service 6 Lois Lane EKC Development. Acct#61668. RE: \$2,000.00 received. **NM moved to approve a 1" service to acct# 61668, 6 Lois Lane. MM seconded. Unanimous vote.**

3.8 Approve Refund to acct#61126B, 199 Main Street. \$37.50 RE: Overpayment of final water bill. NM moved to approve a refund to acct#61126B, 199 Main Street, \$37.50. MM seconded. Unanimous vote.

IV. COMMISSIONERS UPDATES AND REPORT:

4.1

V. WATER SUPERINTENDENT'S UPDATES AND REPORTS:

5.1 & 5.2 Update on Meadow Road and water main replacement. Paul reported that he spoke with the engineers and they are finalizing the contracts and may have to have a special meeting to review.

5.2 Update on water main replacement project on Main St. West Townsend. Same as 5.1

5.3 Discussing clearing fire hydrants. Paul Reported He had sent an email asking for assistance in snow removal to all town departments. To date he has not had one response.

5.4 Update on phone system. Tabled

5.5 Discuss/Approve Capital Improvement Plan. Tabled

5.6 Update on Main Street Pump Station Bridge. Paul reported that he had had a recent discussion with Town Counsel who was eager to resolve the issue with the Main Street station bridge.

VI. OFFICE ADMINISTRATOR'S UPDATES AND REPORTS:

6.1 The Board scheduled the next BOWC meeting for March 12, 2019.

6.2 The Board reviewed and signed Bills Payable Warrants.

6.3 The Board reviewed and signed Schedule of Bills Receivable report.

6.4 The Board reviewed Accounts Receivable report.

6.5 Remind Board members to complete the Conflict of Interest online training program.

ADJOURNMENT:

NM moved to review reports, meeting minutes and sign bills payable warrants out of session. MM seconded.

Unanimous vote.

LL adjourned the BOWC meeting at 6:32P.M.

Respectfully submitted,



Brenda Boudreau, Office Administrator