

BOARD OF WATER COMMISSIONERS' MEETING

July 6, 2009

5:30 p.m.

MEMBERS PRESENT: Fran McNamara and Niles Busler. Jack Caten joined the meeting at 6:40 p.m. to take care of necessary business.

GUESTS PRESENT: Supt. Paul Rafuse and Jean Dinon – clerk.

Niles opened the meeting at 5:45 p.m.

Fran was not here for last meeting and waived approval of minutes of June until Jack Caten shows up.

After warrant signing back in session at 6:02 p.m.

Warrants were signed totaling \$92,933.66.

Payroll warrants were reviewed totaling \$12,091.94.

CORRESPONDENCE:

- A. Letter to Board of Water Commissioners from Amy Collins dated June 30, 2009 re: Large amount of water accumulation. Niles read the letter. Paul said tank is under the bush. Niles would like to stake with flag to mark the tank. Paul is going to write her a letter stating that installation of the driveway would solve the problem.

NEW BUSINESS:

1. Paul discussed/reviewed/approved raising rates. Paul said probably want a full board. It is highly recommended by town accountant to raise the rates. Paul said to take no action.
2. Paul discussed/reviewed/approved rate, fee, charges for proposed new residential fire sprinkler law. Paul said the law is going to pass in Massachusetts. Paul ran into John Forrest and wants to buy Holly Keating's property on Jeffs Street. He wants to make it a three-tenant. He wants to know what fees would be for residential fire protection. It will need a bigger line. Paul will talk to Don Klein and Rich Hanks to see what their thoughts are. There was a lengthy discussion as far as what to charge for installing a bigger line. It was tabled.
3. Paul discussed/reviewed/ approved authorization to request quotes for the purpose of purchasing a new generator for the West Meadow Road Booster Station to replace the undersized one currently there. The generator now is no good. Paul would recommend to go with 50KW LP and send out quotes to other generator companies. Quotes should include removal of the old one. Paul would like to have old one at the office and repaired. Niles and Fran have problem as already been repaired.
4. Paul discussed/reviewed/approved authorization to purchase new PH analyzers for the Main and Cross Street stations to replace the originals. Paul had a quote. We are starting to get errors and not calibrating the pumpage.  
DECISION: The Board voted unanimously to replace the PH analyzers for the Main and Cross Street stations.
5. Paul discussed/reviewed/approved tentative special town meeting set for August 18, 2009 at 7:00 p.m. in order to receive funds to implement energy efficient recommendations as part of the Energy Pilot Study we participated in. We are approved to receive \$365,000.00 grant. Each state administered through SRF and need to get borrowing authorization as if was loan. We have to get from special town meeting. Paul said the deadline is September 1, 2009 and are trying to get it extended to October, 2009.

6. Paul discussed/reviewed/approved submit application for conservation grant. There is total of \$60,000.00 available with 25% matching funds. It would be funds in-house and not paid back. Paul said we can apply for one or all. The form isn't available until July 8, 2009. The request for response is September 30, 2009.

DECISION: The Board voted unanimously that the superintendent apply for water conservation grant program and any eligible projects.

7. Paul reported Water Quality Report.
8. Jean reported on Transformation, Inc., 25 Coppersmith Way, 1" service.
9. Jean reported on Accounts Receivable for both systems.
10. Jean reported to waive late charge to Acct #306, Michael Lauritzen, 20 West Elm Street.

DECISION: The Board voted unanimously not to waive the late charges.

OLD BUSINESS:

1. Paul discussed/reviewed/approved extending license agreement for Robin St. Hilaire. The Board signed the agreement. Niles wants Paul to ask Attorney Klein what we have to do formally by sending him something and get signature from him each year or does this language cover us.
2. Paul discussed/reviewed/approved grant of easement to Unitil in order to relocate utility lines servicing Fitchburg Road Storage Tank. Paul spoke with Attorney Klein, and we don't have authority to grant easements unless at town meeting. She said to have license agreement if Unitil isn't opposed to that.  
DECISION: The Board voted unanimously to sign license agreement between Unitil and the Town of Townsend re: License agreement to relocate utility lines servicing Fitchburg Road Storage Tank. The commissioners will sign the said document when it has change reflecting 10' wide strip which is really 18' strip. The signing of the document will be at the next warrant signing meeting.
3. Paul discussed/reviewed/approved authorization to request for quotes in order to purchase security cameras for the Witch's Brook Pumping Stations. The specs will be the same as Walt's.

The next warrant signing is Monday, July 13, 2009.

The next scheduled meeting is Monday, August 10, 2009.

The meeting was adjourned at 8:26 p.m.

Respectfully submitted,

Jean R. Dinon, Clerk