



TOWNSEND WATER DEPARTMENT
540 Main Street West Townsend, Massachusetts 01474

Niles Busler, Chairman
Paul L. Rafuse
Water Superintendent

Francis McNamara, Vice-Chairman

Andrea Wood, Clerk
(978) 597-2212
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WATER COMMISSIONERS MEETING MINUTES

May 6, 2013 - 5:30P.M.

Water Department 540 Main Street, Meeting Room

I. PRELIMINARIES:

- 1.1 The meeting was called to order at 5:35P.M.
- 1.2 Roll call vote showed 2 members present: Chairman Niles Busler, (NB) and Vice-Chairman Fran McNamara (FM)
- 1.3 Commissioners' additions.
- 1.4 Review/ Approve meeting minutes for April 22, 2013.
NB moved to accept the meeting minutes of April 22, 2013. FM seconded. Unanimous vote.

II. MEETING BUSINESS:

- 2.1 Meeting with Peter DeLory of True North Construction to discuss leasing Harbor Trace property to construct solar array. Peter DeLory was absent.
- 2.2 Discuss/approve funding FY14 Capital projects from retained Earnings Acct#61-000-3590-000 per town accountant. (NB) moved to take \$90,000.00 from retained earnings and move it to FY14 Capital projects. (FM) seconded. Unanimous vote.
- 2.3 Review/ Approve and sign contract for Radio Transmitter project. (NB) and (FM) signed and awarded the bid to Ocean State meter Service and Supply for the amount of \$117,225.60.
- 2.4 Discuss/Review quotes to replace service truck and utility body. Paul reported that the quotes were a little high with the state bid (Liberty) because they were estimated on a F-350 dual wheel chassis at

\$45,964.00 for the complete truck and MHQ came in at \$47,258.00. Paul reported that nothing can happen until after July 1, 2013. It was tabled

2.5 Discuss scheduling joint meeting with the BOS to appoint Water Commissioners per our Acts of 1920 and Town Charter. Paul reported that he posted the vacancy the day of his resignation and notified the Selectmen immediately. Niles reported that Andrea Wood volunteered her service to the Board. Paul will notify Andy that they will meet with the BOS to appoint a Water Commissioner at their BOS meeting on May 21, 2013.

2.6 Discuss quote to replace PC Boards in the transfer switch at West Meadow Booster station. Paul reported that the transducer was replaced and the water pressure has returned to normal. However, when the pumping was reset it was discovered there was a couple of bad boards. Niles signed the contract to approve the work. For an estimate of \$3,894.00.

2.7 Discuss funding for the SWMI study (Tabled from April 22, 2013)
Tabled.

2.8 Discuss revenue estimates for FY14. Tabled.

2.9 Updates/Reports.

2.9.1 Commissioners Updates/Reports

2.9.2 Water Superintendent Updates/Reports

2.9.2.1 Paul reported attending Board of Selectmen's meeting to sign Radio Read Contract before the town meeting.

2.9.3 Office Updates/Reports

The Commissioners reviewed the office reports as attached.

2.9.4 The Commissioners reviewed and signed the bills payable warrant.

The Commissioners agreed the next warrant signing meeting is scheduled for May 27th, 2013.

The Commissioners agreed the next meeting to be scheduled for June 10, 2013.

III. ADJOURNMENT:

NB moved to adjourn the meeting at 6:52P.M.

Meeting Minutes for May 6, 2013 approved for release on _____, 2013.

WATER COMMISSIONERS MEETING AGENDA

May 6, 2013 - 5:30P.M.

Water Department 540 Main Street, Meeting Room

I. **PRELIMINARIES:**

- 1.1 Call the meeting to order.
- 1.2 Roll call.
- 1.3 Chairman's additions or deletions.
- 1.4 Review/ Approve meeting minutes for April 22, 2013.

II. **MEETING BUSINESS:**

- 2.1 Meeting at 5:50 p.m. with Peter De Lorey of True North Construction to discuss leasing Harbor Trace property to construct solar array.
- 2.2 Discuss/ Approve funding FY14 Capital Projects from Retained Earnings Acct. # 61-000-3590-000 per Town Acct.
- 2.3 Discuss/Review/ Approve funding of the Radio Transmitter Project
- 2.4 Discuss/Review Quotes to replace service truck and utility body.
- 2.5 Discuss/Review Scheduling Joint Meeting with Board of Selectmen to appoint replacement Water Commissioner per our Acts of 1920 and Town Charter.
- 2.6 Discuss/Review quote to replace PC Boards, RE: West Meadow Road
- 2.7 Discuss/Vote to assist in funding study to investigate SWMI study (tabled from April 22, 2013)
- 2.8 Review/Discuss Revenue estimates for FY 14. (tabled from April 22, 2013)
- 2.9 Updates/Reports.
 - 2.9.1 Commissioners Updates/Reports
 - 2.9.2 Water Superintendent Updates/Reports

2.9.2.1 Attending Board of Selectmen's Meeting to get Radio Read
Contract signed.

2.9.2.2

2.9.2.3

2.9.3 Office Updates/Reports

2.9.4 Review and Sign Bills Payable Warrants

III. ADJOURNMENT: