

BOARD OF WATER COMMISSIONERS' MEETING  
JUNE 8, 2009  
5:30 P.M.

MEMBERS PRESENT: Jack Caten and Niles Busler. Fran McNamara was absent.

GUESTS PRESENT: Supt. Paul Rafuse and Brenda Boudreau-clerk.

Jack opened the meeting at 5:58 p.m.

**DECISION:** The Board voted unanimously to approve the minutes of May 11, 2009.

The Board reviewed the payroll warrants totaling \$16,014.87.

The board approved and signed warrants totaling \$11,629.42.

**CORRESPONDENCE:**

- A. Letter from DEP approving system modifications RE: converting from Potassium Hydroxide to Sodium Hydroxide for corrosion control purposes.
- B. Letter from Amy Collins, dated June 6, 2009, 105 Fitchburg Road.

**NEW BUSINESS:**

- 1.1 Paul reported to the Board the employees request for the Commissioner's authorization to use furlough days in lieu of increasing healthcare cost, as previously voted down by non-union employees. Jack wants Paul to check with Kim to see if it can be done and would like to table this issue for a full board discussion.
- 1.2 Paul reported on his meeting at the communication center. Paul explained that the Meeting was about the implementation of the mass calling systems and GPS system for town vehicles. It was tabled.
- 1.3 Brenda reported abatement for Acct# 793, Cemetery Department, the amount of \$445.14 in service charges.  
**DECISION:** Board voted unanimously to abate Acct# 793, Cemetery Department \$445.14.
- 1.4 Brenda reported on May's accountant receivable reports. The Board discussed the budget shortfall and collection of delinquent accounts.
- 1.5 Brenda presented to the Board a previously signed application for water service at 2 Alyssa Drive for a formal vote of acceptance. Brenda explained that they had signed at a warrant signing meeting. The Board discussed that if a document is signed it does not have to be accepted formally, it is implied that by signing we are in fact approving it.

**OLD BUSINESS:**

- 2.1 Paul presented the Board with an easement agreement from Unitil to install poles

within the right of way at the Fitchburg Road storage tank. Paul stated that he sent the easement over to counsel for review and counsel told him that the Water Department does not have the authority to grant easements and must wait for town meeting unless we can change the language to "license" which means we would have the authority to terminate at anytime. Unitil may not agree and Paul recommends waiting for town meeting. Niles wants Paul to get Greg's opinion.

- 2.2 Paul presented to the Board a proposal for pump repair work at the Main Street pumping station. Maher had done work for us in the past and Paul feels that they are one of the lowest priced companies in the area and performs the work more quickly. Paul explained that a new pump would cost between \$40,000-\$50,000. Niles would like Paul to get hourly quotes from three companies at the beginning of the year for rate comparison.

**DECISION:** Board voted unanimously to accept the proposal for repair work.

- 2.3 Paul discussed extending the license agreement to Robin St. Hillaire for the use of the access road to the Fitchburg Road storage tank. Niles believes that we do not have a legal license with Robin because the agreement was never executed due to the fact that copies were not returned to us. The Board wants to have it ready for the warrant signing meeting.
- 2.4 Paul presented to the Board the cost proposals for the chemical feed improvements at the Cross Street station. Niles would like to see the costs of having the pipes made and Jack wants a couple more quotes.
- 2.5 Paul discussed the security cameras at the Witches Brook pumping stations. Paul explained that Walt had to cancel their last meeting and that their was something wrong with the camera. Walt said he should have another one in the next week or two before school lets out. Jack requested that Paul call and inform him that time is of the essence and that the Water Department has a responsibility to fulfill.

The next warrant signing meeting is scheduled for Monday, June 29, 2009.  
The next scheduled meeting is Monday, July 6, 2009.

Jack adjourned the meeting at 7:02 p.m.

Respectfully submitted,

Brenda Boudreau-Clerk

