



**TOWNSEND WATER DEPARTMENT**  
540 Main Street West Townsend, Massachusetts 01474

1.5  
*JS*

Lance Lewand, Chairman  
Paul L. Rafuse,  
Water Superintendent

Michael MacEachern, Vice-Chairman

Nathan Mattila, Clerk  
(978) 597-2212

Email: [water@townsend.ma.us](mailto:water@townsend.ma.us)

**WATER COMMISSIONERS MEETING MINUTES**

**October 9, 2018 – 5:30 P.M.**

Water Department 540 Main Street, Meeting Room

*[Signature]*

**I. PRELIMINARIES:**

- 1.1 LL called the meeting to order at 5:08 P.M., 540 Main Street, Meeting Room.
- 1.2 Roll call showed members present Lance Lewand (LL) Chairman, Nathan Mattila (NM) Clerk. Michael MacEachern (MM) Vice-Chair was absent. Guests Present Todd Melanson and Paul Rafuse.
- 1.3 LL announce that the meeting is being audio recorded.
- 1.4 Chairman's additions or deletions. Lance discussed the certified shut off notices that were mailed and asked how often they are sent. Brenda replied that she would execute the shut off in the spring but was trying to cut down on the number of liens.
- 1.5 Approve Minutes of July 31, 2018 and September 11, 2018 - Tabled for November's BOWC meeting.
- 1.6 Review correspondence. None

**II. APPOINTMENTS:**

- 2.1

**III. MEETING BUSINESS:**

- 3.1 Vote/ Approve refund account# 5020B. Jason Hutchins, 5 Capricorn Lane, \$53.50. RE: Final Water bill was paid twice. **NM moved to abate account #5020B, Jason Hutchins, 5 Capricorn Lane, \$53.50. RE: Final Water bill was paid twice. LL seconded. Unanimous vote.**
- 3.2 Vote/ Approve refund account# 60772. Paul Hunt, 28 Highland Street, \$2.16 late charge RE: Late Charge added in error. **NM move to adjust account# 60772. Paul Hunt, 28 Highland Street, \$2.16 late charge RE: Late Charge added in error.**

**IV. COMMISSIONERS UPDATES AND REPORT:**

- 4.1 None

**V. WATER SUPERINTENDENT'S UPDATES AND REPORTS:**

- 5.1 Update on Main Street Bridge. Paul reported that he received confirmation from the engineers that all abutments, bolts, and brackets will be delivered in a week. Paul is working on getting the abatements stored at the VFW until he can begin the construction phase. He hopes to have the bridge completed by the end of the month. Paul received a quote from Gary Shepherd (Shepco) to install the bridge and abutments for \$44,000.00.
- 5.2 Update on water main replacement project on Main St. West Townsend. Paul reported that the borings were just completed and now the project will have to go out to bid. LL would like to see the bid go out soon so that we are ready to go as soon as we can in April 2019.
- 5.3 Update on Meadow Road water main replacement. That project will be going out to bid shortly.
- 5.4 High School fire suppression issue. Paul explained that he had some issues with the test results not passing and some miscommunication with the Town Administrator and Fire Chief. Shortly after that all tests had past and we were able to allow the water into our public water system.

**VI. OFFICE ADMINISTRATOR'S UPDATES AND REPORTS:**

- 6.1 Schedule next BOWC meeting. The Board scheduled the next BOWC meeting on November 13, 2018 at 5:00 P.M.
- 6.2 The Board reviewed and signed Bills Payable Warrants.
- 6.3 The Board reviewed and signed Schedule of Bills Receivable report.
- 6.4 Review Accounts Receivable report. Report not available.
- 6.5

**MN motioned to review reports and sign bill payable warrants out of session. LL seconded. Unanimous vote.**

**ADJOURNMENT:**

**NM moved to adjourn the BOWC meeting at 5:55 P.M. LL seconded. Unanimous vote.**

**Respectfully submitted,**

A handwritten signature in cursive script, reading "Brenda Boudreau".

**Brenda Boudreau.  
Office Administrator  
Townsend Water Department**

WATER DEPARTMENT MEETING

DATE October 9, 2018

NAME	ADDRESS	PH/EMAIL
TAMM McAnson	79 Clement RE	tdzi/666@aol.com





TOWN OF TOWNSEND  
BOARD OF WATER COMMISSIONERS  
APPLICATION TO ABATE OR ADJUST CHARGES

Name: Jason Hutchins. Account # 5020 B

Address: 5 Capricorn Lane

Phone # \_\_\_\_\_ Email Address \_\_\_\_\_

Billing date 8/14/2018

AMOUNT: 53.50 ABATEMENT [ ] ADJUSTMENT [ ] (check one)

REQUESTED BY: CUSTOMER [ ] OFFICE [ ] OTHER [ ] - if other please explain below:

Reasons: (please attached supporting documentation if applicable)

Final bill was overpaid  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPROVED [X] DENIED [ ] (check one)

DATE: 10/9/18

TOWNSEND BOARD OF WATER COMMISSIONERS

[Signature]  
[Signature]  
\_\_\_\_\_  
\_\_\_\_\_

53.50 user.



TOWN OF TOWNSEND  
BOARD OF WATER COMMISSIONERS  
APPLICATION TO ABATE OR ADJUST CHARGES

Name: Paul Hunt Account # 60772

Address: 28 Highland St.

Phone # \_\_\_\_\_ Email Address \_\_\_\_\_

Billing date 8/3/18

AMOUNT: 2.14 ABATEMENT [ ] ADJUSTMENT [ ] (check one)

REQUESTED BY: CUSTOMER [ ] OFFICE [ ] OTHER [ ] - if other please explain below:

Reasons: (please attached supporting documentation if applicable)

Bill was paid on 8/2/18 - Late Charge was added  
on 8/3/18 in error.

APPROVED [ ☒ ] DENIED [ ] (check one)

DATE: 10/9/18

TOWNSEND BOARD OF WATER COMMISSIONERS

Paul R. [Signature]  
[Signature]



**Cogswell Sprinkler Co., Inc.**  
**Fire Protection Specialists**

22 Canterbury Street • Worcester, MA 01610  
Tel: (508) 753-0015 • Fax: (508) 753-5629  
[www.cogswellsprinkler.com](http://www.cogswellsprinkler.com)

June 28, 2016

CTA CONSTRUCTION CO., INC.  
1432 Main Street, Suite 204  
Waltham, MA 02451

Attn: Kylie Williams / Mike Crowley

RE: NMRHS – Flow Test Verification (Voluntary)

Dear Kylie/Mike,

This morning Cogswell Sprinkler Co., Inc. performed a hydrant flow test (at our own discretion) to verify the water supply for the fire sprinkler system.

Per specification sections 211200: 1.06; B and 211313; 1.06; B it was our understanding that we were to use the water flow test information supplied in the specification (spec sections attached for reference). The flow test provided in the project documents showed the following water supply:

Static = 95 PSI

Residual = 85 PSI

Flow = 1,300 GPM

The results of our test this morning yielded significantly less favorable numbers:

Static = 94 PSI

Residual = 28 PSI

Flow = 750 GPM

This test was located on Main Street in front of the property.

The DPW had offered information as to why the test may not provide accurate results to the area. I was informed that this is normally a looped main, and runs up over the property to the road on the opposite side of the site. This looped main, supposedly, is not currently connected essentially leaving the main, as tested this morning, as a dead-end supply. The water supply to the project is supplied from this main that was tested this morning.



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