



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

1.5  
CJ

Todd Melanson, *Chairman*  
David Vigeant, Superintendent

, *Vice-Chairman*  
(978) 597-2212

Christopher Jones, *Clerk*  
[water@townsendwater.org](mailto:water@townsendwater.org)

**WATER COMMISSIONERS MEETING MINUTES**

**January 3, 2022 – 7:00 P.M.**

**Water Department 540 Main Street, Meeting Room**

**NOTE REGARDING ACCESS AND PARTICIPATION**

Governor Baker updated the State of Emergency to respond to COVID-19 on June 16, 2021 and ordered an extension of certain provisions of the Open Meeting Law M.G.L. c. 30A, s 20 put into effect on March 12, 2020, until April 1, 2022 at which time the extension will be repealed.

<https://us02web.zoom.us/j/86992617919?pwd=VTdjNlpPS1ZSMzVjd0xNTm9vMVhPZz09>

**Meeting ID: 869 9261 7919 Passcode: 753152 Log on Monday, January 3, 2022, at 7:00 P.M. to participate.**

**I. PRELIMINARIES:**

- 1.1 TM called the meeting of the Board of Water Commissioners to order at 7:02PM at 540 Main St and by Zoom.
- 1.2 TM announced that the meeting is being recorded on Zoom.
- 1.3 Roll call showed members present: Todd Melanson (TM)-Chairman, Christopher Jones (CJ)- Clerk. Roll call showed citizens present: Chaz Sexton-Diranian (CSD)-Board of Selectmen, David Vigeant (DV)- Water Superintendent, Kevin Keefe-Water Technician, Ryan Lapierre-Water Foreman, Alec Gaetz-Water Technician.
- 1.4 Chairman's additions or deletions. None
- 1.5 Approve Meeting Minutes of November 8, 2021. Tabled for further review by CJ.
- 1.6 Review correspondence. Free cash certification provided by the Town Accountant.

**II. APPOINTMENTS-VOTES MAY BE TAKEN**

- 2.1 None

**III. MEETING BUSINESS-VOTES MAY BE TAKEN:**

- 3.1 Update/Discuss Cross Charge Agreement. There are plans to sit with the Interim Town Administrator in the upcoming months to discuss this.
- 3.2 Discuss/Review Capital Planning. DV presented his plans for the department. See attached. • TM agreed with the purchase of a map scanner. CSD suggested to raise the amount to 10K based on pricing he has looked at with the Land Use department. • TM asked if the gate exerciser can be put off for a year, DV explained that unexercised gates are becoming a problem because they have never been done. • TM requested the addition of purchasing a carport for the gate exerciser and similar equipment, for coverage. • TM questioned if DV wants to be tied to a hybrid or electric vehicle for a new truck. TM suggested changing the terminology to include gas, so it is not stuck being committed to hybrid or electric in case it is not possible to obtain. • Regarding the addition of distribution sections, TM recommended that the terminology be focused on the benefit of looping and strengthening- the system instead of the number of houses that will potentially connect. TM suggested doing a survey of residents impacted to make sure that people will connect in areas that will expand the system, and not necessary system loops. • TM recommended that #2 (fusing machine) and #5 (Cross St Generator) be switched to prioritize the generator at the Cross St pumping station in the event of an emergency. **CJ motioned to accept the**

**Townsend Water Department Capital Plan with the discussed adjustments. TM seconded. Unanimous vote.**

- 3.3 Update/Discuss 169 Main St and Greely Rd. DV reported that he is waiting for the easement to be approved by the Town and the homeowner. Town Counsel is still working on the easement. Mistie will follow via email with Adam Costa, CSD, Ross Perry, and TM to see where it stands.
- 3.4 Update/Discuss PFAS. The January samples are being taken on Wednesday January 5, 2022. The levels at Witches Brook are rising, meaning testing will need to be monthly. TM recommended that DV notify the lab that the samples are typically positive to increase the turnaround time at the lab.
- 3.5 Update/Discuss Harbor Trace Treatment Plant. DV reported that the media testing is currently being done. It is looking like Granulated Activated Carbon (GAC) is going to be the best result, but TM suggested that data on the Total Organic Carbon (TOC) be submitted as part of the process. DV noted that we will be required to chlorinate the water. Funding is on hold with the State Revolving Fund with the pending updates for infrastructure bill. Once the budget is decided, hiring will need to begin. The raw water main is intended to be installed August-September 2022 with a final timeline of building completion for Spring 2024. Additional grants may become available along with the lawsuit that has been entered.
- 3.6 Update/Discuss Rate Study. Tighe and Bond should have the rate study completed in a couple of weeks.
- 3.7 Review/Discuss Phone System Upgrades. DV reported that he is waiting to hear back from Town Counsel about the IT contract.
- 3.8 Review/Discuss Water Department Zoom Account. DV reported that he is waiting to hear back from Town Counsel about the IT contract. TM thanks the employee currently paying for the service.
- 3.9 Review/Discuss Meter Compliance Notification Limits. The department is currently fining people \$50.00 per quarter for non-compliance, but the question is when the fines end and other action becomes necessary. TM suggested to find out how much door hangers cost from printers including a basic verbiage. This may be more effective than using mail for immediate communication. DV was requested to get prices for door hangers to present at the next meeting. TM suggested having Town Counsel review any policies to make sure there will be no backlash on the department.

#### **IV. COMMISSIONERS UPDATES AND REPORTS-VOTES MAY BE TAKEN:**

- 4.1 Review/Discuss Department Vehicle Usage. TM has been notified of vehicles going home daily. TM requested that the van be housed at the department in the garage, based on the large capital investment in it. TM expressed concern that if the van is parked at someone's house and it was to get broken into or stolen, the Town's insurance may not cover the loss and it could fall under the employee's private insurance. TM would like the primary utility trucks to go home when on call. TM suggested reviewing the Town's policy for vehicles, because it does not make sense for the Town Administrator to decide who can take the Water Department's vehicles home. That decision should be up to the Superintendent and the Board of Water Commissioners. CSD suggested that this be put on the next meeting agenda to create a list of what should be updated to present to the Board of Selectmen.

#### **V. LIASON UPDATES AND REPORTS-VOTES MAY BE TAKEN:**

- 5.1 CSD reported that there has been movement within ARPA, this will be discussed at the January 4, 2022, Board of Selectmen meeting. Once the IT contract is approved, CSD is looking for direction on the next step. TM asks that once the signed contract is received, move forward with the new phones. The department will make sure there is public notification and interdepartmental notification of any changes in the phone numbers. CSD suggested that Mistie get the new phone number onto the highway communication signs.



**VI. SUPERINTENDENT'S UPDATES AND REPORTS-VOTES MAY BE TAKEN:**

- 6.1 Update/Discuss Main Street Well. DV reported that the project is on track to save \$1.2 million by not installing an additional building. Ryan, Kevin, and Alec have installed the water line and with Dave as the Clerk of the Works, engineering costs have been avoided. Plans will be stamped by an engineer for submission to DEP. The well is drilled. Development starts January 4, 2022, and it is looking like an April/May deadline to finish. DEP is asking, as part of the decommissioning of the old well, that trees get planted in the well field. TM asked to do our best to purchase the trees through local sources, so long as it does not violate procurement laws. DV said that it will more than likely cost over the \$5,000 threshold. The town has asked that chestnut trees be planted in the space as well. The project is still on track to be finished in May/ April of 2022.
- 6.2 Update/Discuss 12 South St-Deluxe. DV is waiting to hear back from the engineer. It seems like there will be an 8" main to the pit and the pump in the building will be disabled.
- 6.3 Update/Discuss 2016 Ford Fusion. The car has not been listed as surplus yet. TM asked CSD to make sure there is no issue with Green Communities. The car will be offered to the Town first.
- 6.4 Review/Discuss Temporary Help. Employees have been out with COVID and injuries. The union contract allows for help temporarily. Temp agencies can be used for office help. If a technician were to go out for a period, having a list of people from the MRWA or MWWA to call from is a good idea. TM suggested to make sure that there is a line item for Temporary Help in the FY23 budget. CSD suggested finding out how much someone from an agency would cost for 90 days, for budgetary reasons.
- 6.5 Update/Discuss Highland St. This project is on hold until Spring. TM requested that a letter be sent to impacted residents apologizing and letting them know it will be done as soon as humanly possible. The timeline is looking to be May at this point. TM asked if anything could be spared from Main St. DV said that Main St must take priority for the summertime watering.

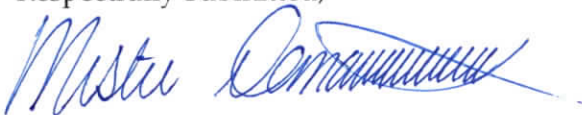
**VII. OFFICE UPDATES AND REPORTS-VOTES MAY BE TAKEN:**

- 7.1 Update/Discuss 2021 Liens. Mistie reported that 32 accounts were sent to lien totaling just over 23,000. Roughly 50% of people on the list have made payment. TM asked to make sure the department is tracking repeat offenders. TM suggested to look at repayment plan options instead of sending people to lien. TM advised to reach out to other water systems that have written payment plans and find what will work best for the department. CSD suggested that a new online payment system be added to the capital plan to make payments easier for residents.
- 7.2 Schedule next BOWC meeting. The next BOWC meeting will be held on February 7, 2022, at 7:00PM. This will include a review of the rate study and the budget. The following meeting will be held on February 23, 2022, at 7:00PM to review the remaining meeting agenda items.
- 7.3 **TM motioned to review and sign November's end of month reports out of session. CJ seconded. Unanimous vote.**

**ADJOURNMENT:**

**TM motioned to adjourn the Board of Water Commissioners meeting at 8:48PM. CJ seconded. Unanimous vote.**

Respectfully Submitted,



Mistie Demazure

Accounts Manager

Townsend Water Department



1.5

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

Todd Melanson, Chairman

, Vice-Chairman

Christopher Jones, Clerk

David Vigeant, Superintendent

(978) 597-2212

Email [water@townsendwater.org](mailto:water@townsendwater.org)

**WATER COMMISSIONERS MEETING AGENDA**

**November 8, 2021 - 7:00 P.M.**

**Water Department 540 Main Street, Meeting Room**

**NOTE REGARDING ACCESS AND PARTICIPATION**

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<https://us02web.zoom.us/j/87959168414?pwd=NWJtNlBhZ1hCMVNaaisORTQ3Zmc0Zz09>

**Meeting ID: 879 5916 8414 Passcode: 926147 Log on Monday November 8, 2021, at 7:00 P.M. to participate.**

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- 1.1 TM called the meeting of the Board of Water Commissioners to order at 7:06PM at 540 Main St and by Zoom.
- 1.2 TM announced that the meeting is being recorded on Zoom.
- 1.3 Roll call showed members present: Todd Melanson (TM)-Chairman, Christopher Jones (CJ)-Clerk. Roll call showed citizens present: Chaz Sexton-Diranian (CSD)-Board of Selectmen, David Vigeant (DV)-Water Superintendent, Stephen & Tammy Mitchell-25 Hickory Drive.
- 1.4 Chairman's additions or deletions. TM announced that Michael MacEachern has resigned from the Board and thanked him for his contributions. The vacancy will be posted with the Town Clerk for 10 days. The term will end at the next election. After the 10 days, a meeting will be held to review all people interested. This has been scheduled for November 29, 2021, at 7:00PM.
- 1.5 Approve Meeting Minutes of September 13, 2021, and October 4, 2021. Tm requested a correction on the October 4<sup>th</sup> meeting. A name was written incorrectly, and TM requested it to be fixed. **TM motioned to accept the September 13, 2021, minutes as submitted and the October 4, 2021, minutes with the one correction. CJ seconded.**  
**Unanimous vote.**
- 1.6 Review correspondence. None available.

**II. APPOINTMENTS-VOTES MAY BE TAKEN**

- 2.1 7:05 Tammy Mitchell, 25 Hickory Drive and Robin Derome, 27 Hickory Drive. RE Ongoing water issues. The dead end of Hickory Drive has been getting very dirty water. The department has flushed several times and continuous flushing will only cause more problems. The Witches Brook 2 well may be causing a bit of the problem since it needs to be cleaned. TM suggested that the Mitchells call him to review some options to help their problem. TM requested that DV investigate an auto flushing unit for the hydrants.

**III. MEETING BUSINESS-VOTES MAY BE TAKEN:**

- 3.1 Update/Discuss Cross Charge Agreement. The updated amount of the charges is more favorable, but having a formal inter-municipal agreement is preferable. This can be discussed for the upcoming budgets. TM requested a list of departments and the amount that the Water Department uses them.
- 3.2 Discuss/Review 169 Main St and Greely Rd. DV reported that progress is being made on the easements.
- 3.3 Update/Discuss PFAS. Levels have gone up at the other wells. Witches Brook 2 is rising, and monthly testing is expected once we are notified by DEP.
- 3.4 Update/Discuss DEP staffing plan for Harbor Trace treatment plant. DV reported that all documents say that the distribution system and treatment plant must be manned separately. TM said that he will put out some questions regarding a recommendation from DEP regarding our situation because staffing things like that can be costly. DV spoke with members of the Select Board regarding money for PFAS from the ARPA funds. CSD mentioned that



other funding may become available. TM requested that a meeting be set up with Senator Cronin and Representative Harrington to create an earmark in the state budget for the PFAS treatment plant. TM will write a letter to ask to submit to the state's attorney prior to requesting a meeting. TM will send the base of the letter to DV to fill out the specific details based on the system's needs.

3.5 Discuss/Review Rate Study. Tabled.

3.6 Discuss/Review Capital Planning. PFAS plant is priority for the capital plan. DV discussed getting funding for a tank on Lunenburg Rd. TM suggested that DV gather a survey of people in the area that can be serviced that would be willing to connect, prior to making any decisions. TM reminded DV to keep in mind the costs associated with the project, since additional distribution lines will be needed. The prospective tank on West Meadow Drive is on hold because the project owner needs to renew the project with the town before anything can happen. CSD will ask the Montachusett Regional Planning Commission (MRPC) to see if a District Local Technical Assistance (DLTA) grant can help conduct the survey of residents.

3.7 Discuss Employee Reimbursement. DV reported that Zoom is being paid by an employee. A Water Department needs to be set up to remedy this. TCAM could facilitate the meetings. This will be discussed further at the next meeting.

3.8 Review/Discuss IT contract. DV contacted 7 companies, only 3 responded. White Mountain IT Services, the existing provider, submitted 2 bids. One version is all-inclusive for additional support, the other bills support at \$120.00 an hour. After a brief discussion, it was decided that the all-inclusive bid would be the most beneficial to the department's needs. TM asked for DV to send the full contract to CSD for Town Counsel's review. **TM motioned to accept the bid for IT support services ITB #10-22-2021 in the amount of an annual contract of \$22,236.00 for a three-year term. CJ seconded. Unanimous vote.**

3.9 Review/Discuss Phone System Upgrades. The department phones restart sporadically throughout the day. The Water Department is not part of the Guardian IT coverage and would like to move to Zoom as the phone service provider protected by White Mountain. CSD is concerned that he has not heard anything since he manages any Guardian issues. TM requested that DV write up the issues and send it to CSD in the morning. TM suggested not going to the Interim Town Administrator, but to go to the liaison, CSD, instead.

#### **IV. COMMISSIONERS UPDATES AND REPORTS-VOTES MAY BE TAKEN:**

4.1 Review/Discuss Dig Safe Procedure. Dig Safe's are printed, completed, then put together in a folder. TM asked DV to write an SOP for the process. TM asked that the website be updated to announce that the department does belong to Dig Safe and receives the emails. An SOP will be posted as soon as it is approved by the Board.

4.2 Addition: TM asked DV for an update on Highland Ave. The final part is on order and should be in next week. There have been supply chain issues for the parts needed.

#### **V. LIASON UPDATES AND REPORTS-VOTES MAY BE TAKEN:**

5.1

#### **VI. SUPERINTENDENT'S UPDATES AND REPORTS-VOTES MAY BE TAKEN:**

6.1 Update/Discuss Harbor Trace Treatment Plant. The rate study is being worked on. Warrant articles for Special Town Meeting are also in place to start the process to secure funding for the construction. The department is waiting for approval from the State Revolving Fund

6.2 Update/Discuss Main Street Well. DV reported that the water line installation is just about finished. A walkthrough with Maher is scheduled for next week and drilling for the final well should start in a few weeks. The well is anticipated to be finished in February or March. From there everything will be connected to await final approval by DEP in the early spring.

6.3 Review/Discuss Lead and Copper Rule Requirements. DV reported that the list has been sent to DEP for review. TM suggested dropping off letters to houses to explain why they are picked and an explanation of how to take the sample and fill out the form. TM also mentioned that having an information meeting either in the Great Hall or over Zoom may be beneficial. DV explained that there was not enough time to hold a meeting and still meet the compliance deadlines set by DEP. It was decided that a round of letters would be delivered, followed by the bottles a week or two later.

6.4 Update/Discuss Employee Education. Mistie and Kevin are halfway through the T2 class. DV will be taking two procurement classes starting soon.

- 6.5 Update/Discuss 12 South St-Deluxe. DV reported that he is waiting for a construction date regarding this.
- 6.6 Update/Discuss Meter Exchange Program. 16% of the town has the upgraded cellular meters. There are only 14 accounts remaining on Route 1. The Commissioners would like to discuss the number of days or notices that should be sent before compliance is strictly enforced. Discussion about whether they should come before the board and explain, or simply shut off the water. TM expressed that there is only so long that the department can be out of compliance and these meters need to be changed.
- 6.7 Update/Discuss 2016 Ford Fusion. DV would like to hold on to the car for now in case it is needed for the treatment plant.
- 6.8 Update/Discuss 2021 Liens. DV recognized that there were multiple properties on the lien list that are also part of the out-of-compliance Route 1 meters. TM said that there is going to be a program with funding available through LIHEAP for unpaid water bills if it is due to the COVID-19 pandemic. CSD said the Affordable Housing Trust is responsible for filing out the paperwork for energy and fuel assistance
- 6.9 Review/Discuss Trench Safety. Pneumatic devices have been received to replace the traditional trench box. These are lighter, safer, and less cumbersome.
- 6.10 Update/Discuss Beaver Controls. Beavers continue to dam the Cross St area. The dam is being breached every few days to keep water flowing.

**VII. OFFICE ADMINISTRATOR'S UPDATES AND REPORTS-VOTES MAY BE TAKEN:**

- 7.1 The BOWC scheduled their next meeting for November 29, 2021, at 7:00PM to review any volunteers for the open Commissioner position. The following meeting will be held December 13, 2021, at 7:00PM.
- 7.2 TM motioned to review and sign October's month end reports out of session. CJ seconded. Unanimous vote.

**ADJOURNMENT:**

TM motioned to adjourn the meeting of the Board of Water Commissioners at 9:42PM. CJ seconded. Unanimous vote.

Respectfully Submitted,



Mistie Demazure  
Accounts Manager  
Townsend Water Department



1.6

Free Cash Certification

Retained Earnings Calculation - Chapter 44 Sec 53F 1/2 - Fiscal Year 2022

Enterprise Fund Number A-2(1ST)  
Type of Enterprise Fund Water  
Name of Enterprise Fund/Statutory Reference Chapter 44 Sec 53F 1/2

Part I Cash 1,121,644.00

Current Liabilities, Designations of Fund Balance:

Accounts Payable 0.00  
Payroll Payable 0.00  
Encumbrances 3,662.00  
Expenditures 590,000.00  
Continuing Appropriations 54,898.00

Other Liabilities

Warrants Payable 64,595.00  
Other Liabilities 8,238.00  
Surety Bond 3,210.00  
FB Rsv for Petty Cash 250.00

Total 724,853.00

Cash less Current Liabilities 396,791.00

Part II Retained Earnings, Undesignated

396,792.00

Accounts Receivable (net):

User Fees 0.00

Other Accounts Receivable

Rounding 1.00

Total 1.00

Undesignated Retained Earnings Less Accounts Receivable 396,791.00

Fixed Assets

Debits:

Total 0.00

Credits:

Total 0.00

Fixed Assets Variance (Debits - Credits) 0.00

**RETAINED EARNINGS CALCULATION - ENTERPRISE FUND****PART 1**

Cash	1,121,644.44
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**Subtract:**

## Current Liabilities, Designations of Fund Balance

Warrants Payable	-64,595.08
Encumbrances	-3,661.51
Expenditures	-590,000.00
Other Liabilities	-3,210.36
	-8,237.74
Continuing Appropriations	-54,898.07
Petty Cash	-250.00

**OTHER**

<b>TOTAL as of June 30, 2021</b>	<b>396,791.68</b>
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**PART II****RETAINED EARNINGS - UNDESIGNATED**

<b>SUBTRACT:</b> 12/14/21STM Warrant Articles	-239,917.22
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## ACCOUNTS RECEIVABLE (NET)

Balance after 12/14/21 Meeting	<u>156,874.46</u>
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## Water Department Town

## Use List

Accountant	about 15 percent
Animal Control	Use None
Assessing	1 hour per <sup>year</sup> quarter
Building Department	Use none
Cemetery-Parks	<sup>none</sup> park uses water's help
Facilities	use none
Fire	water provide fire with water for training no charge
EMS	use none
Highway	even cooperation
Informational IT	use none
Land Use	even cooperation
Library	use none
Police	use none
Fire	use none
Recreation	use none
Recycling	use none
Schools	use none
Senior Center	use none
<del>Town Administrator</del>	<del>use under 10 percent.</del>

Treasurer

Health Depart

about 15%

&amp; usage.

**Town Clerk**

~~under 5 percent~~ *minimal*

**Tree Warden**

use none

**Veterans Agent**

use none



## **Criteria For Improvements**

### **1) Supply**

- A) Manufacture and Production (Wells and Treatment Plants)**
- B) Transportation (Pipes, valves and booster pumps)**
- C) Warehousing (Water tanks)**
- D) Storefronts (water meters)**
- E) Accounting (meter readings-Billing Software)**
- F) Quality Control (Water Testing)**
- G) Maintenance.**

### **2) Fixing Problems**

#### **A) Unsafe drinking besides Arsenic and Uranium**

**1) Mason Rd area many homes non potable, Sodium, benzene, PFAS and other chemicals. Ground water in the area under influence of old town dump. Dead Ends mason and old Turnpike.**

**2) Lunenburg Rd area many instances of non-potable water, very low PH ground water cause high levels of lead and cooper, Low well pressure, Nitrates, and phosphates. Pollution from farming. Looping dead end areas.**

**3) Emery-Timberlee Park 50 percent of all town residents are in two area that are on separate dead ends. I break on either mainline and 25 percent of the town is out of**

**water for many hours or days. One of these areas is a main water storage area the other is the main well and treatment plant areas. Looping these areas will significantly help keep residents in water in emergency situations, eliminate dead ends, help water quality throughout the town, and give a second more direct route to the water storage tank of Fitchburg Road. And set up alternative water route when the Main St waterlines are replaced.**

**4)Warren-Turner area Incredibly high Arsenic in wells, high sodium, very high manganese levels, dead ends.**

**B) Fire protection; Fire ponds and tanker trucks will be replaced by hydrants, increasing home valves and town attractiveness. Maintaining fire ponds is expensive and they don't work in the winter.**

**C) Growth: 600 existing homes and businesses along proposed routes another 200 on side roads.**

**D) Looping; eliminating Stagnant water promote circulation.**



## **Capital Planning**

### **FY 2022 and Beyond**

- 1) FY 2022 Finish Main St Well from, now to May 2022 Funds Available  
Project from master Plan \$1,820,00 Actual \$550,00 to \$580,000  
This change is due to work done by the water techs and engineering done in house. Projected saving of \$1,240,000 to \$1,270,00 and no long-term debt.
- 2) Greeley Rd Water Main. Funds Available. \$ 70,000.
- 1) FY 2023 Installation of Main St Wellhouse Generator \$120,000 ARPA
- 2) FY 2023 Fusing Machine for water Mains \$25,000
- 3) FY 2023 -36 inch wide Scanner copier \$7,000
- 4) FY 2023 decommissioning and reforestation of the Main St Well Field  
Summer 2022 summer 2023 intern program project \$ 30,000 ARPA
- 5) FY 2023 Installation of Cross St Wellhouse Generator \$100,000 ARPA
- 6) FY 2023 Installation of the Witches Brook Harbor Trace Raw waterline  
August 2022 to Nov 2022
- 7) FY 2023 Design of Harbor Trace Treatment Plant Center December 2021 to  
December 2022 ARPA
- 8) FY 2023-2024 Harbor Trace Treatment Plant Center Construction Spring  
2023 to Spring 2024.
- 9) FY 2024 Trailer Mounted Gate Exerciser with vacuum. \$85,000
- 10) FY 2025 Hybrid or Electric Dump Truck (F 450 or Equivalent) with  
snowplow (2021 price \$83,000 projected 2025 \$100,000 Truck and  
Equipment.
- 11) FY 2026 South Harbor Rd Ash to South Row Rd 1500 feet up South  
Row 1500 Feet 19 new Homes
- 12) FY 2027 South Row Rd from end new main to 100 past Emery 3000  
Feet. 25 new Homes
- 13) FY 2027 Utility Truck plus equipment \$60,000
- 14) FY 2028 Emery Rd South Row to end of Main 4100 feet completes  
loop effecting 800 homes. 25 new homes
- 15) FY 2029 Backhoe replacement \$

- 16) FY 2029 Lunenburg Rd-West Elm St Booster pump and 2000 feet to Ryan Road. 26 New Homes. Maybe moved to FY 2023 installed by contractor with 15 new homes at. At 92 Lunenburg, 106 Blood, and 86 West Elm. St no cost to department.
- 17) FY 2030 Lunenburg Water Tank and 3400 feet main work with Fire Dept for the tank put comm equipment of tank. 21 New Homes
- 18) FY 2031-2032 Mason Rd up Greenville to mason Brook Bridge 10 New Homes. 1950 feet to loop old turnpike Rd. Put in easy range of Landfill influenced wells and connects up, to the Greenville Bridge Project. There is a high frequency of heavy metals, chemicals, and non-potable water in this area as well as Radon and sodium. An additional 3900 feet up Mason to Brooks Crossing Neighborhood 1800 feet which is next to the dump 42 Homes. 1700 feet up Mason to Town line 7 new home. 6000 feet up Greenville Rd to Town line, 20 new homes.
- 19) FY 2033-2034 Bayberry Rd loop 8900 ft, 71 new homes. This completes all looping in South Townsend. To keep all flow in Main St replacement projects.
- 20) FY 2035 Main St from South St to 10in main 2600 feet replace the inch ci and 6 in asbestos with a 10in HDPE.
- 21) FY 2036-2037 Main St from well to West Elm 3600 Feet.
- 22) FY 2038-2039 Warren Rd -Turner Rd to end 6600 Feet. 45 New Homes
- 23) FY 2040-2041 Clement Rd 34 New Homes
- 24) FY 2042 Fitchburg Rd Loop to Clement 3700 feet. 26 New Homes
- 25) FY 2043-2044 Pierce Rd Turner to Ash 4800 feet. 20 New Homes
- 26) FY 2045-2046 Baily Rd Laurel woods Road 8200 Feet. 46 New Homes
- 27) Fitchburg -Old City Rd Clement to Laurel woods Road 2600 Feet. 19 New Homes finish Loop
- 28) FY 2047-2049 South Row to Tyler Rd to Old City Rd 10000 Feet 68 new Homes
- 29) 2050-2051 Lunenburg Rd Tank to Old City Rd 40 New Home
- 30) 2052 Old City Road, 12 new Homes, finish Loop
- 31) 2052-2062 North End Section

Note: Sideroads and projects to be done in between and in house

# Milton

**Massachusetts & RI Locations:**

100 Quarry Dr.  
Milford, Ma. 01757

84 Concord St.  
N. Reading, Ma. 01864

14 Kendrick Rd., Rte 28  
Wareham, Ma. 02571

2158 Plainfield Pike  
Cranston, RI. 02920

**Southworth-Milton, Inc.**  
[www.miltoncat.com](http://www.miltoncat.com)

3.2

## Budget Quotation

**DATE:** November 23, 2021

**Townsend Water Dept.**  
540 Main St, Townsend MA  
David Vigeant

**State Contract:** FAC116

Qty	Description	List Price	State Contract Price
1	<b>New 2021 CAT 420XE Backhoe loader with:</b> Deluxe cab with heat & AC. Seat mounted joystick controls LCD screen with pattern changer, return to dig, parallel lift 6 speed autoshift transmission with lock-up torque converter Ride control, IT quick coupler w/adjustable 3rd valve hydraulics 24" HDR backhoe bucket, E-stick, auto-up stabilizers 1.3 yd general purpose IT bucket with BOCE Roof mounted LED amber strobes: 2 front/2 rear Cold weather package (dual batteries & block heater) 3 Year/ 1,500 hour Full Warranty Coverage Parts & Service CD's, delivery & training included	\$ 185,449.00	\$ 115,000.00

**Total State Contract Delivered Price: \$ 115,000.00**

**Ryan Boudreau**

*Governmental and State Sales*

**Mobile Phone: 774-737-3275**

**Fax: 774-907-3062**

[ryan\\_boudreau@miltoncat.com](mailto:ryan_boudreau@miltoncat.com)



**E.H. WACHS®**A Division of **ITR**

Superior Equipment. Complete Support.™

**Water Utility Products**

600 Knightsbridge Pkwy | Lincolnshire IL 60069

T +1 847 537 8800 | F +1 847 520 1147

ehwachs.com

3.2

**Quotation**

Page 1 of 1

TO: **David Vigeant**  
Superintendent  
Townsend Water Department  
540 Main St  
Townsend, MA 01474

Date: 11/23/2021  
Quotation Number: CC166444  
Payment Terms: Net 30 Days  
Shipping Terms: FOB Origin  
Valid Through: 1/22/2022  
Estimated Delivery: 8 Weeks ARO

E.H. Wachs is pleased to offer the following quotation.

Item Number	Description	Qty	U/M	Unit Price (USD)	Line Total (USD)
1	<p>77-000-36 Standard LX (Gas) – VMT (RH): Single turner valve maintenance trailer; includes Wachs 750 Ft/lb (1020 Nm) Extended Reach Valve operator for those preventive maintenance activities, telescoping valve key and Wachs ruggedized TC-100 with GPS controller/datalogger. A 27 HP (20 kW) gasoline powered Kohler overhead cam air cooled engine provides ample power for all contained functions, including an auxiliary HTMA Class II circuit; 10 gallon (38 L) reservoir, fan cooled heat exchanger, continuous duty rated for 8 GPM (30.3 LPM) @ 2,000 PSI (140 bar). A positive displacement blower provides 500 CFM (14.2 cmm)-11" (280mm) Hg vacuum, with spoils containment provided by a 250 (950 L) gallon tank with power hydraulic dump (rear discharge) and latching rear door. Also driven from the common power train is a 2.5 GPM (9.5 LPM) @ 3000 PSI (210 bar) pressure washer system with 3 gallon (11.4 L) anti-freeze tank and 95 gallon (360 L) water tank. Includes 2-1/2" (63.5mm), 1-1/4" (31.75mm) &amp; 7/8" (22mm) suction wands and one each short and long wash-down guns. The LX package bundles the service light bar with arrow board, 45' (14 M) auxiliary hydraulic hose reel for operation of hydraulic power tools &amp; Bluetooth tethering module (installed in ERV-750) for wireless communication between the exerciser and Controller/Data Logger and 24" (61cm) X 18" (46cm) x 18" (46cm) aluminum job box.</p> <p>Other options available include: Under deck mounted Spare Tire Kit (77-411-00), 2-5/16" Ball Tongue (77-215-01), 45lb Breaker, Mount and 14" Moil Point (08-000-10, 08-405-00 &amp; 08-410-02) or already GPS enabled controller/datalogger, however adding Trimble R2 GNSS receiver (79-412-02) provides capability of submeter to centimeter level positioning accuracy (highest accuracy in real-time with the use of correction sources).</p>	1	EA	72,375.00	72,375.00
				<b>Subtotal</b>	<b>72,375.00</b>
				<b>Trailer</b>	<b>1,955.00</b>
				<b>Total (USD)</b>	<b>\$74,330.00</b>

We will prepay and add shipping charges to your order, or we can ship collect via your choice of carrier service. If you have any questions please feel free to call Bryan Leahy at 847-840-9257 or call me at 847-484-2579.

(SALES TAX!!!!) We collect sales tax in all but the following states: AK, DE, MT, OR and NH. If you are tax exempt please supply your identification number and certificate with your order. If your exempt number is not on file, tax will be added to your invoice.

Please reference this quote number when placing your order. Thank You.

Charley Crissey  
Customer Service Representative  
847-484-2579  
ccrissey@ehwachs.com

Sales of E.H. Wachs products and services are expressly limited to and made conditional on acceptance of its current Terms and Conditions of Sale, found at [www.ehwachs.com](http://www.ehwachs.com) ("Terms"). Any additional or different terms are hereby rejected. Commencement of work by E.H. Wachs or acceptance of delivery of products by you constitutes your acceptance of the Terms.





[illegible]

















## TOWN OF TOWNSEND VEHICLE ASSIGNMENT POLICY

### Policy #4-05 Vehicle Assignment Policy

The purpose of this policy is to set forth the guidelines under which Town vehicles will be authorized to Town Personnel and the guidelines under which Town vehicles may be used.

The provisions of this policy apply to all general government employees. Employees whose employment is regulated by collective bargaining agreements or personal contract are subject only to those provisions not specifically regulated by agreement.

It is the policy of the Town that certain positions require employee access to municipal vehicles, either during the work shift or on a 24-hour on-call basis. Town vehicles are not personal vehicles and are not for personal use. Town vehicles should be viewed as belonging to the citizens of the Town and are assigned solely for the purposes consistent with providing services to those citizens.

The assignment of municipal vehicles during work time is based upon job description. Appointing authorities who have municipal vehicles available for this purpose may assign such vehicles in a manner consistent with departmental workload and employee function. The assignment of vehicles may be rescinded at any time by the Board of Selectmen.

The assignment of vehicles for 24-hour use will be made in writing by the Town Administrator, and will only be considered for employees who require a vehicle for the ordinary and necessary discharge of their job functions. Criteria which will be used in the determination of eligibility for 24-hour vehicle use include:

- Officially designated on-call status:

- Emergency or other equipment contained in the vehicle; and/or

- No town facility is available for garaging in a safe and convenient location.

Vehicle use is limited to travel to and from the residence and place of work. The vehicle should be driven over the most direct route taking into account road and traffic conditions. The vehicle should not be utilized for travel outside a direct commuting route for personal reasons. Whenever a position becomes vacant, the authorization for 24-hour use shall be re-evaluated.



Employees assigned municipal vehicles on a 24-hour basis will be given a copy of this policy and will be required to sign a confirmation receipt.

Employees authorized to commute in a Town vehicle may be subject to imputed income tax regulations as set forth by the Internal Revenue Service, which considers a certain portion of the vehicle use (namely the commute) to be income for the purposes of income taxation. On December 1<sup>st</sup> of each year, the Treasurer/Collector shall be responsible for determining any tax liability and will be provided with the names of all employees authorized to use Town vehicles for commuting purposes, and the normal, one-way commuting distance. Employees who are assigned marked and unmarked police vehicles, and/or marked municipal vehicles carrying tools and meeting certain other eligibility criteria will not be subject to imputed income taxation as a result of the vehicle assignment.

#### Rules Governing Use:

1. Municipal vehicles will not be used to transport passengers who are not directly or indirectly related to municipal business. Passengers shall be limited to Town employees and individuals who are directly associated with Town work activity (committee members, consultants, contractors, etc.). Family members shall not be transported in Town vehicles.
2. Vehicles should contain only those items for which the vehicle is designed. The Town shall not be liable for the loss or damage of any personal property transported in the vehicle.
3. Employees are expected to keep municipal vehicles clean, and to report any malfunction or damage to their supervisor immediately.
4. Employees assigned vehicles for commuting purposes are expected to park such vehicles in safe locations.
5. Employees must wear seatbelts in vehicles so equipped during operation of the vehicle.
6. Employees may not operate municipal vehicles under the influence of alcohol, illegal drugs, or prescription drugs or medications which may interfere with effective and safe operation.
7. Employees who operate municipal vehicles must have a valid motor vehicle license issued by the state of their current residence and may be required to provide proof of valid motor vehicle license once every six (6) months.
8. Employees driving municipal vehicles shall obey all applicable traffic and parking regulations, ordinances, and laws.
  - a) Employees who incur parking or other fines in municipal vehicles will generally be personally responsible for payment of such fines unless the payment of such fines by the town is approved by the Board of Selectmen.
  - b) Employees who are issued citations for any offense while using a municipal vehicle must notify their supervisor immediately when practicable, but in no case later than 24 hours. Failure to provide such notice may be grounds for disciplinary action.
  - c) An employee who is assigned a municipal vehicle and who is arrested for or charged with a motor vehicle offense for which the punishment includes suspension or revocation of the motor vehicle license, whether in his or her personal vehicle or in a municipal vehicle, must notify his or her supervisor immediately when practicable, but in no case later than 24 hours. Conviction for such an offense may be grounds for loss of municipal vehicle privileges and/or further disciplinary action.
9. No employee may use a municipal vehicle for out of town use without advance approval of the Town Administrator.



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### Mileage Reports

Employees using a municipal vehicle will be required to keep track of business miles with an Assigned Vehicle Log Form. The mileage log will contain the following information:

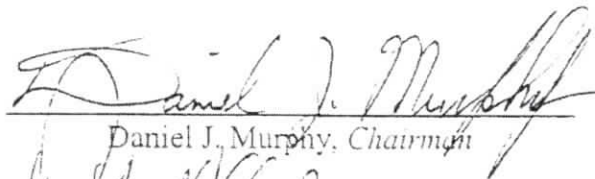
Date	Business Purpose
Mileage	Personal Use Miles
Starting location	
Destination	

On a monthly basis the employee will be required to submit the mileage log form to the Board of Selectmen's Office.

Mileage reports must be kept up-to-date and maintained by the employee. Failure to submit a report and maintain logs in a timely manner may result in the loss of vehicle privileges.

All Employees will be given a copy of this policy and will be required to sign a confirmation receipt.

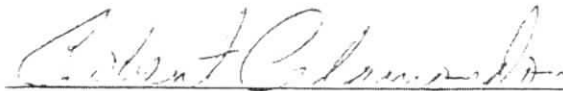
Adopted by the Board of Selectmen on October 25, 2005  
THE TOWNSEND BOARD OF SELECTMEN



Daniel J. Murphy, Chairman



Peter H. Collins, Vice-Chairman



Robert Plamondon, Clerk

## 7.1 Facility Improvements-High Priority

### 7.1.1 Main Street Pump Station Rehabilitation

As discussed previously, the Main Street Pump Station is no longer in operation due to mechanical pump issues. Main Street offline causes issues with AFFs and system pressures as discussed in Section 5. Based on the hydraulic model, having the Main Street pump station online has the greatest system wide improvements on pressures and AFFs.

In order for the Main Street Pump Station to resume operation, we recommend the tubular well field be replaced with a new source well. According to the Water Management Act Permit #9P2-11-299.01 dated June 1, 2002 (Appendix A), a new 8-inch diameter test well (Well Site 3-98) at the Main Street Pump Station was previously approved. The maximum approved pumping rate for the well was 600 gpm (0.86 MGD). According to MassDEP records, Well Site 3-98 had an approved Zone II delineation and no further Zone II work was required as a condition of the permit. After additional investigation for Well Site 3-98, it was determined that the test well no longer exists. Therefore, we recommend pumping the existing 2-inch diameter observation wells to confirm acceptable water quality and quantity prior to installation of a production well. Provided that the results from the existing observation wells are promising, coordination with a well driller is recommended for installation of a production well.

Prior to moving forward with installation of a production well, coordination with MassDEP is recommended to verify that the only remaining work for the new source well construction includes a 48-hour pumping test and submittal of the WS 20 Permit to Construct a New Source Well.

In addition to the design and construction of the new well, installation of a submersible pump, pitless adapter and associated piping will be required.

Additionally, as described in the 2019 MassDEP Sanitary Survey, upgrades to the chemical containment area shall be made to meet MassDEP requirements. A day tank should be added to the containment area and the chemical metering pump should be flow paced to prevent overfeed. Modifications to the chemical feed area should also include provisions for future chlorine addition. It is our understanding that the Water Department has already hired a subcontractor to perform this work and therefore, this work has not been included in the opinion of capital improvement costs. As described in Section 3.5, we also recommend general operation and maintenance at the pump station, which include providing a standby power generator and completing general exterior maintenance (new doors and windows, improved lighting, power washing brick exterior, removal of beehives, replace mesh screen on bulk tank vent etc.).

**Table 7-1: Opinion of Capital Improvement Costs for Main Street Pump Station Rehabilitation**

Item	Estimated Value
Permitting	\$100,000
Well Installation and Development	\$150,000
48-Hour Pumping Test and Analytical Sampling	\$50,000
Construction of Upgrades	\$1,000,000
<b>Subtotal</b>	<b>\$1,300,000</b>
Engineering Design (8%)	\$104,000



Engineering Construction (12%)	\$156,000
Contingency (20%)	\$260,000
<b>Total Project Cost</b>	<b>\$1,820,000</b>

### 7.1.2 Main Street and Spaulding Road Valve Project

The Townsend Water Department recommended a valve project for the intersection of main Street and Spaulding Street. Currently there is no way to isolate the water main east of the intersection or on Spaulding Road. The recommend project therefore includes installation of a new 12" x 12" tee with three 12" gate valves; two gate valves on Main Street (east and west of the intersection) and one gate valve on Spaulding Road just north of the intersection. The project would also include two 12"x10" reducers, an 8"x12" reducer, and a hydrant replacement located just west of the intersection of Spaulding Road and Main Street. In order to perform this work, two insertion valves would be required; one 10" insertion valve on Main Street just west of the intersection and one 10" insertion valve on Spaulding Road north of the intersection.

**Table 7-2: Opinion of Capital Improvement Costs for Main Street and Spaulding Road Valve Project**

Item	Estimated Value
10" Insertion Valves (2)	\$34,000
12" Gate Valves (3)	\$12,000
12" DI Pipe & Fittings (15')	\$3,000
<b>Subtotal</b>	<b>\$50,000</b>
Contingency (20%)	\$10,000
<b>Total Project Cost</b>	<b>\$60,000</b>

## 7.2 Distribution System Improvements-High Priority

The Water Department should plan to upgrade 1% of their distribution mains annually (at a minimum). A 1% upgrade in the distribution system per year results in the oldest part of the system being 100 years old. As previously discussed, 23.3% of the distribution system is cast iron pipe that was installed approximately 86 years ago with a C factor of 60. The majority of the cast iron pipes are located on Main Street (Route 119), a major transmission line in the system. In 2019, over 2,000 feet of 8-inch ductile iron water main and about 800 feet of 12-inch HDPE water main was installed on Route 119 between Wheeler Road and the Main Street Pump Station, which has helped improve system pressures and available fire flows.

Low system pressures were observed in the southern portion of the system south of the Fitchburg Road tank. We recommend water main improvements be focused on connecting the southern portion of the system to the western portion of the system via new water main from Emery Street to South Harbor Road. This water main improvement will remove to dead ends of the system thereby improving water quality.

Low system pressures and insufficient AFFs were also observed at the western portion of the system. Therefore, we recommend replacing the 6" CI main on New Fitchburg Road with 8" HDPE.

6.4

employee shall be paid a full eight hours of pay.

3. The Water Department Office Administrator shall be compensated for the use of his/her motor vehicle in the course of his/her employment. No other employee shall be required to use his or her own motor vehicle in the course of his or her employment.

4. The Employer agrees to permit representatives of AFSCME to enter the premises for discussions with employees before the employees' starting times, during the employees' rest period or meal period, or after the employees' quitting time.

#### ARTICLE 29 - WAGES

Employees shall be compensated in accordance with the wage schedule and classification.

Classification	FY14	FY15	FY16
1. Truck Driver/Laborer	18.85	19.22	19.42
2. Heavy Equipment Operator/Laborer	21.16	21.58	21.80
3. Fleet Mechanic	22.50	22.95	23.18
4. Working Foreman	23.90	24.38	24.62
5. Water Technician	22.95	23.41	23.65
6. Office Administrator	18.17	18.53	18.72

#### CLASSIFICATIONS

A. The classifications referred to are listed above.

B. New employees shall be hired into the classification determined by the Town.

C. When an employee is temporarily assigned but not promoted to a higher classification or is temporarily assigned to perform the duties of any higher classification, he/she shall receive the scheduled wages of such higher classification for that day. When an employee is temporarily assigned to perform the duties of the Superintendent, he/she shall receive, in addition to his/her regular rate of pay, \$1.00 per hour for those hours he/she worked temporarily as Superintendent.

D. Highway Department employees in classifications 2 through 4 will perform the duties of the lower-numbered classifications as a regular part of their duties.

E. Highway Department employees in classifications 1 through 4 will perform general maintenance on equipment that is covered by the classifications they are qualified to operate. General maintenance shall include but not be limited to the following: check and fill fluids, apply grease from the waist up, check safety features, clean and wash the vehicle/equipment, replace and install minor accessories such as mirrors, wipers, head lamps, marker lamps, safety lamps, etc.

F. The Employer may hire temporary help to work in the Department for up to ninety (90) days. Temporary help shall not be covered by this Agreement. Temporary help shall perform unskilled work, such as cleaning, sweeping, painting, cutting brush, patching, picking up trash and related work; except painting truck bodies shall not be included.

7.1

Water Liens 2021											
Acct#	Name	St. No	Service Address	Billing Address	Balance on 9/30/2021	Last Payment	Date	Payments	User	Late	Total Due
					565.73		7/11/1905		530.34	35.39	565.73
					676.78		8/10/2020		627.73	49.05	676.78
					546.78		3/29/2021		526.70	20.08	546.78
					481.77				443.47	38.30	481.77
					1,257.09				1159.29	97.80	1,257.09
					938.03				873.82	64.21	938.03
					877.65				821.25	56.40	877.65
					703.59				657.63	45.96	703.59
					1369.55				1262.11	107.44	1,369.55
					1260.58				1162.92	97.66	1,260.58
					621.30				610.86	10.44	621.30
					522.18	300.00	11/9/2021	-300.00	222.18		222.18
					860.14				793.27	66.87	860.14
					598.56				553.71	44.85	598.56
					527.17		6/2/2021		502.06	25.11	527.17
					566.11				524.22	41.89	566.11
					675.27				623.33	51.94	675.27
					761.37	300.00	10/7/2021	-300.00	461.37		461.37
				PO Box	607.60		9/27/2021		606.71	0.89	607.60
					1019.05				945.96	73.09	1,019.05
					1013.46	200.00	10/7/2021	-200.00	813.46		813.46
					502.27				464.87	37.40	502.27
					772.45		5/27/2021		749.12	23.33	772.45
					602.13				559.29	42.84	602.13
					1187.66				1092.68	94.98	1,187.66
					805.02				744.35	60.67	805.02
					778.54				717.09	61.45	778.54
					791.39				727.79	63.60	791.39
					1,295.48	700	11/23/2021	-700	595.48		595.48
					965.38	700	11/18/2021	-700	265.38		265.38
					563.88				521.97	41.91	563.88
					644.84				597.57	47.27	644.84
Grand Total											23,158.80
					25,358.80				21,757.98	1400.82	23,158.80
											32 Accounts



**FISCAL YEAR 22 SUMMARY**  
**TOWNSEND WATER DEPARTMENT - ACCOUNTS RECEIVABLE**  
November 30, 2021

UNCOLLECTED FROM JUNE 30, 2021

68,102.18

<u>CHARGED</u>	<u>07/01/21</u>	<u>11/30/21</u>	<u>11/30/2021</u>	<u>Previous Balance</u>	<u>Total</u>	
USER CHARGES			816.70	664,636.06	665,452.76	
FEES			550.00	1,900.00	2,450.00	
SERVICE CHARGES			0.00	16,398.43	16,398.43	
BACKFLOW			0.00	5,170.00	5,170.00	
SUBTOTAL			<b>1,366.70</b>			
TOTAL CHARGES						<b>689,471.19</b>
						<b>757,573.37</b>

<u>RECEIVED</u>	<u>07/01/20</u>	<u>11/30/21</u>	<u>11/30/2021</u>			
USER CHARGES			77,976.66	529,424.20	607,400.86	
FEES			550.00	1,707.78	2,257.78	
SERVICE CHARGES			797.65	13,825.65	14,623.30	
LATE CHARGES			222.72	689.87	912.59	
BACKFLOW			220.00	4,302.89	4,522.89	
SUBTOTAL			<b>79,767.03</b>			
TOTAL RECEIPTS						<b>629,717.42</b>

SENT TO LIEN						
LIENS COLLECTED						
ABATEMENTS						-679.70
ADJUSTMENTS						850.00
AJD TO MASTER						
UNCOLLECTED						<b>127,685.65</b>
						<b>757,573.37</b>

<u>OUTSTANDING:</u>						
USER CHARGES			123,469.09			
FEES			275.00			
SERVICE CHARGES			2,472.92			
LATE CHARGES			808.76			
BACKFLOW			659.88			
TOTAL OUTSTANDING			<b>127,685.65</b>			

## **Treatment Plant Things to do**

- 1)Media study GIC \*\*\*Currently**
- 2)Rate Study\*\*\*\*\* Mid Jan**
- 3) State Revolving Fund\*\*\*\*\* End Jan begin Feb**
- 4)Budget \*\*\*\*\*Begin Feb**
- 5)Town Vote -Treatment Plant/Rate Hike\*\*\*Begin May**
- 6) Hiring Plan and Training\*\*\*\*\* May**
- 7)Water Main Planning \*\*\*\*\*May/June**
- 8) Water main out to Bid\*\*\*\*\* June July**
- 9) Water Main Constuction\*\*\*\*\* Aug /Sept**
- 10) Building Planning testing \*\*\*Oct to March 2023**
- 11) Building Bidding\*\*\* Jan /feb 2023**
- 12) OPM\*\*\*\*\* 2022**
- 13)Building construction\*\*\*\*\*Spring 2023 to Spring 2024**
- 14) Lawsuit\*\*\*\*\*ongoing**
- 15) other grants\*\*\*\*\*ongoing**

### **Main St Well Time Line things to do.**

- 1) Develop Well**
- 2) Install Gates and Hydrant**
- 3) Ty Sales Coupling**
- 4) Order Building**
- 5) Install Conduit**
- 6) Install VFD**
- 7) Order Motor/Pump**
- 8) Install Motor Pump**
- 9) Order concrete and mesh**
- 10)      Form slab**
- 11)      Pour Slab**
- 12)Install Build**
- 13) Survey as-built**
- 14) DEP permit**
- 15) decommission**
- 16) generator electric work**
- 17) Tree Planting**