

WATER COMMISSIONERS' MEETING  
MARCH 11, 2003  
6:30 P.M.

MEMBERS PRESENT: David Dunbar and Francis McNamara. Samuel Briguglio was absent.

GUESTS PRESENT: Supt. Paul Rafuse, James Czupryna, James Craven and Jean Dinon – clerk.

David Dunbar opened the meeting at 6:30 p.m.

DECISION: Board voted unanimously to approve minutes of February 11, 2003.

Previously signed warrants for \$3,335.04, \$8,450.18, \$8,678.83 and \$424.30 totaled \$20,888.35.

Previously signed payroll warrants for \$3,084.89, \$3,294.84, \$2,979.29 and \$2,969.81 totaled \$12,328.83.

Commissioners read and noted the following correspondence:

- A. Letter from Attorney Douglas Deschenes, Hall, Finnegan, Ahern & Deschenes, P. C. to Paul Rafuse dated February 6, 2003 re: West meadow condominium water; Earth Tech invoice.
- B. Letter to Michael Stuart, 14 Reagan Road from David Dunbar, Chairman dated February 14, 2003 re: Staying current with payment plan or will discontinue their water service.
- C. Letter to Stephen Richards, Acting Fire Chief from Paul Rafuse dated February 21, 2003 re: Sprinkler system at 370 Main Street.
- D. Letter from Attorney Douglas Deschenes, Hall, Finnegan, Ahern & Deschenes, P. C. to Paul Rafuse dated February 24, 2003 re: West meadow condominium water; Earth Tech invoice.
- E. Memo from James Johnson, Town Administrator dated February 25, 2003 re: Reminder annual/special town meeting.
- F. Letter from Lynne Stuart, 14 Reagan Road dated February 25, 2003 re: Being laid off; will make payment of \$50.00 when can.
- G. Letters to McDonald's, Energy North, Town of Townsend and Hawthorne Brook Middle School from Paul Rafuse dated February 25, 2003 re: Test result of backflow device.
- H. Letter to Gary Odoardi, Water Service Associates from Jean Dinon, Office Administrator dated February 25, 2003 re: Contact person at Hawthorne Brook Middle School and Squannacook Elementary School.
- I. Letter to Champion Cleaners, 222 Main Street from Paul Rafuse dated February 25, 2003 re: Repair of backflow device.
- J. Letter to Tina Lomax, DEP from Jean Dinon, Office Administrator dated February 26, 2003 re: Copy of cancelled check.
- K. Letter to Michael Oh, Earth Tech, from Jean Dinon, Office Administrator dated February 26, 2003 re: Check for work done at West Meadow pumping station.
- L. Letter to Board of Selectmen from Paul Rafuse dated February 27, 2003 re: Article to be placed on the warrant for the annual town meeting.
- M. Letter to Bostrom Appraisal Services from Paul Rafuse dated February 28, 2003 re: Appraisal on property located at 44 Warren Road.

- N. Letter to Water Commissioners from Attorney Jacob Diemert dated March 3, 2003 re: Creation of Townsend Water District.
- O. Letter to James Johnson, Town Administrator from Paul Rafuse dated March 11, 2003 re: 6 Elm Street.
- P. Noted one referral notice from Planning Board.
- Q. Noted monitoring waiver application, Massachusetts Department of Environmental Protection.
- R. Noted Department Supervisor FY03 update meeting, February 3, 2003.

OLD BUSINESS:

- 1. Paul discussed/reviewed attending design and construction classes in May presented by Office of Inspector General as part of the Massachusetts Certified Public Purchasing Officer Program. Paul will take the class in May in Boston.
- 2. Paul discussed/reviewed request from Ron Koivu's engineers to approve plans to upgrade main on South Street. Paul can have Michael Ohl or William Nunnery, Earth Tech, look at the plan. Paul will send a letter to engineering company. It will be contingent upon South Street bridge being done or he can do main from Main Street to the bridge. We have allocated money for the bridge.
- 3. Paul reported on attorney's fees to date for district formation. After the public hearing if there are any changes we will require prior approval.
- 4. Paul reported on transfer of funds re: professional services account per conversation with town accountant. Board wants cost estimate of further work.
- 5. Paul reported on conversation with William Nunnery re: making offer to Witches' Brook depending on price Leahy will want. They would give Zone I exemption for source. Witchess' Brook is permitted for 200,000 gallons. Fran said the pumps and maybe the generator would have to be replaced. Earth Tech can look into it if Hicks is interested in selling.
- 6. Paul reported on activity and balances of Wolons escrow account for West Meadow estates. There is \$3,513.00. We are going to hold this money until the project is done.
- 7. Jean reported on February appropriation balances.
- 8. Jean reported on upgrade of Jayhawk bill software lease/purchase. It takes 4-6 weeks to order. A newer version is coming out in June, but we need to get old one before the newer one. The technical software charge would have to be charged, but the rest would be taken off purchase price.

NEW BUSINESS:

- 1. James Czypryna, 27 Proctor Road, came to apply for 1" service. Check received for the connection charge of \$1,000.00.  
DECISION: Board voted unanimously to approve 1" service to Appl. #611, James Czypryna, 27 Proctor Road.
- 2. Paul discussed/reviewed submission of contractor's responsibilities of water service installations to reduce public works costs in operating budget.

DECISION: Board voted unanimously to add to rules and regulations, installation of water service by contractors, #2.12.

3. James Craven is proposing 32 houses. There will be a pump station for the development. The station will be located as close to Main Street as possible. It might have to be located at Craven Field. It is doable. Jim will have engineers perform flow tests. Jim donated Craven Field to the town. He would have to get permission from town for the right of way. There will be 8" from Craven Field to Jonathan Lane, 12" from Blood Road to Lunenburg Road, and then 8" into the project. There will be five hydrants.
4. Paul discussed/reviewed scheduling the interviews with engineering firms. Paul will schedule meeting on April 22, 2003.
5. Paul discussed/reviewed authorizing him to attend Conservation Board meeting to apply for permit to upgrade line on the end of Maple Street. There have been a few requests from residents on Maple Street to upgrade the line. There is a cement line, and there is about 300 feet. It will be replaced with 2" plastic.
6. Paul discussed/reviewed scheduling public hearing re: district. He would like to schedule public hearing in the last week of March.
7. Paul reported that town meeting is May 6, 2003. Location is yet to be announced.

The next meeting is scheduled for Tuesday, April 8, 2003.

DECISION: Board voted unanimously to adjourn the meeting at 9:26 p.m.

Respectfully submitted,

Jean R. Dinon, Clerk