

WATER COMMISSIONERS' MEETING
May 11, 2004
6:30 P.M.

MEMBERS PRESENT: Francis McNamara, Samuel Briguglio and Robert J. Moorehouse.

GUESTS PRESENT: Supt. Paul Rafuse, Ron Koivu and Jean Dinon - clerk.

Francis McNamara opened the meeting at 6:34 p.m.

DECISION: Board voted unanimously to reorganize the board as follows: Francis McNamara, Chairman, Samuel Briguglio, Clerk and Robert J. Moorehouse, Member.

DECISION: Board voted unanimously to accept the minutes of April 13, 2004 with the correction made in the spelling of James Tumber's name.

Previously signed warrants for \$944.21, \$3,345.50, \$1,306.39 and \$6,831.48 totaled \$12,427.58.

Previously signed payroll warrants for \$3,073.01, \$3,112.55, \$166.68, \$3,194.68 and \$3,087.36 totaled \$12,634.28.

Commissioners read and noted the following correspondence:

- A. Letter from Robert W. Golledge, Jr., Commissioner of DEP to David Dunbar dated March 23, 2004 re: Drinking water project(s) has been included on the 2004 State Revolving Fund (SRF) Intended Use Plan (IUP).
- B. Letter from Barbara A. King to Jean Dinon, Office Administrator dated April 15, 2004 re: Water bill.
- C. Memo from Erving M. Marshall, Jr., Chief of Police dated April 15, 2004 re: Employee safety.
- D. Letter to Richard Protasowicki, PE, Dufresne-Henry from Paul Rafuse dated April 15, 2004 re: Dufresne-Henry to perform the design services for the East Side Drinking Water State Revolving Funds (DWSRF).
- E. Letter to Ron Koivu, Trustee, Northwood Realty Trust from Paul Rafuse dated April 20, 2004 re: South Street water main replacement plans.
- F. Letter to Kathy Rossbach, Town Treasurer from Paul Rafuse dated April 21, 2004 re: Withdrawal to reimburse town for collecting an "insufficient funds" check.
- G. Memo to Finance Committee and Board of Selectmen from Paul Rafuse dated April 26, 2004 re: Town expense for irrigation.
- H. Letter to Kathy Rossbach, Town Treasurer from Jean Dinon, Office Administrator dated April 27, 2004 re: Duplicate payments.
- I. Fax to June Riddle, Town Counsel from Paul Rafuse dated April 29, 2004 re: Article for SRF loan.
- J. Memo to Fire Department from Paul Rafuse dated May 3, 2004 re: Plumbing for backflow preventer.
- K. Memo from Planning Board dated May 4, 2004 re: 11 Lot subdivision – preliminary plan conventional, alternative & open space.
- L. Memo from Planning Board to Paul Rafuse dated May 5, 2004 re: Harbor Trace South Street.

- M. Memo from Carolyn Smart, Acting Town Administrator dated May 5, 2004 re: Selectmen representatives.
- N. Noted one referral notice of Zoning Board of Appeals and Town of Townsend Town Election 4/26/2004.

OLD BUSINESS:

- 1. Ron Koivu needs sign off on pump station at West Meadow. He needs a letter for early approval. Paul wants Bill Gallerani, Earth Tech and Pourier Electric to approve generator at pump station. DECISION: Board voted unanimously that West Meadow booster station with approval of superintendent after he meets with engineer for generator contingent for next month's meeting.
- 2. Paul discussed/reviewed 8" pump test contract for Harbor Trace well from Earth Tech. It was signed.
- 3. Paul discussed/reviewed design services contract for Harbor Trace well pumping station and main improvements on Warren Road and an extension to Shirley Road from Dufresne-Henry. It was signed. DECISION: Board voted unanimously for design services contract for Harbor Trace well pumping station and main improvements for Warren Road and an extension to Shirley Road to be done by Dufresne-Henry.
- 4. Paul reported Harbor Trace well. Doug DeNatale, Earth Tech called Paul about nitrate levels and is concerned. Paul talked to Doug DeNatale, Dufresne-Henry and Paul Anderson at DEP about time limits. It has to be approved by end of December, 2004. DEP suggested to apply SRF for well.

NEW BUSINESS:

- 1. DECISION: Board voted unanimously to reappoint Paul Rafuse as superintendent for next three years.
- 2. Paul discussed/reviewed budget vote at town meeting on 5-4-04. It was signed.
- 3. Paul discussed/reviewed increasing service charges i.e. tap main install service to property line with meter, hydrant use rate and backhoe labor charge. The fee for tap main and install service to property line with meter from \$475.00 to \$750.00. The hydrant use rate is \$40.00 plus water used to \$100.00 plus water used. Backhoe labor charge is \$50.00 to \$75.00. The labor rate is \$25.00 to \$35.00. These fee changes will be effective July 1, 2004. DECISION: Board voted unanimously for above mentioned new rates.
- 4. Paul reported spring flushing of all deadend lines completed the week of April 26, 2004.
- 5. Jean reported April appropriation balances.
- 6. Jean reported carrying forward the remaining balances of the following accounts for FY05:
 - 5005 Master Plan Revision
 - 5006 South Street bridge project
 - 5009 Main Street station upgrade
 - 5011 Storage tank maintenance
 - 5012 New metering system
 - 5013 Water main extension
 - 5014 Well development and exploration

Page 3
Board of Water Commissioners' Meeting
May 11, 2004

DECISION: Board voted unanimously to carry forward the remaining balances of the above mentioned accounts for FY05.

7. Jean reported on Account #144. She's on the list of 1st shut-offs.
8. Jean reported on 1st list of final shut-offs.
9. A watertaker's telephone message was played re: Town meeting.

The next scheduled meeting is Tuesday, June 8, 2004.

DECISION: Board voted unanimously to adjourn the meeting at 8:22 p.m.

Respectfully submitted,

Jean R. Dinon, Clerk