

WATER COMMISSIONERS' MEETING

June 8, 2004

6:30 P.M.

MEMBERS PRESENT: Francis McNamara and Samuel Briguglio. Robert Moorehouse was absent.

GUESTS PRESENT: Supt. Paul Rafuse, Eric Tocci and Brenda Boudreau – clerk.

Fran McNamara opened the meeting at 6:32 p.m.

DECISION: Board voted unanimously to accept the minutes of May 11, 2004.

Previously signed warrants for \$64.03, \$2,636.38, \$845.69, \$4,115.83 and \$3,191.76 totaled \$8,053.69.

Previously signed payroll warrants for \$3,029.64, \$3,001.40, \$3,001.40 and \$3,112.55 totaled \$12,144.99.

Commissioners read and noted the following correspondence:

- A. Noted letter and permit from the Townsend Water Department to Amerigas Propane dated August 7, 2002 re: L/P tank passing fire department inspection.
- B. Letter from Richard Protasowicki, Dufresne-Henry to Board of Water Commissioners dated April 12, 2004 re: Proposed fee of Warren and Shirley Road water main and Harbor Trace well pump station.
- C. Memo from Carolyn Smart to Department Heads dated May 11, 2004 re: use of legal services.
- D. Letter to Dan Murphy from Jean Dinon dated May 12, 2004 re: Reorganization of the Board of Water Commissioners.
- E. Noted Water Assets Study Packet from Earth Tech dated May 13, 2004.
- F. Letter from Dufresne-Henry to the Board of Water Commissioners dated May 14, , 2004 re: Engineering services for water system unidirectional flushing program.
- G. Memo from Carolyn Smart to Elected & Appointed Officials and Department Heads re: Appointments FY05.
- H. Memo from Kim Fales to All Department Heads dated May 18, 2004 re: Biweekly expenditure reports and end of fiscal year.
- I. Letter to Gary Odoardi from Paul Rafuse dated May 19, 2004 re: Fire station backflow preventers.
- J. Letter to Ron Koivu from Paul Rafuse dated May 19, 2004 re: Sign off work at the West Meadow Booster Station..
- K. Letter to Joe Mazzola from Paul Rafuse dated May 21, 2004 re: Copies of the Lead and Copper test results.
- L. Noted E-mail from Doug DeNatale to Paul Rafuse dated May 21, 2004 re: DEP Drinking Water Program.
- M. Letter to Doug DeNatale from Paul Rafuse dated May 25, 2004 re: Harbor Trace maps.
- N. Letter to Diana of Poster Compliance Center from Jean Dinon dated May 25, 2004 re: return of duplicate posters.

- O. Letter fom DEP to Public Water Suppliers dated June 1, 2004 re: Notice of public hearing on SRF programs.
- P. Letter to Ron Koivu from Paul Rafuse dated June 4, 2004 re: Bills from Amerigas.
- Q. Noted notice dated May 19, 2004 re: South Street Bridge Update.
- R. Noted phone messages from Mrs. Doolan and Ron LaPointe dated May 12 & 13 2004 re: Jobs well done.

OLD BUSINESS:

- 1. Paul discussed/reviewed the quotes from Dufrense-Henry to create the unidirectional flushing program. Paul will check with Town Accountant to see if another account can be made such as System Enhancement.
DECISION: Motion made and seconded to transfer \$12,500.00 from professional services for the payment of Dufrense-Henry for the unidirectional flushing program.
- 2. Paul discussed/reviewed a request that Dufrense-Henry reapply to the Drinking Water State Revolving Fund program for Harbor Trace as recommended by Paul Anderson of DEP. Paul is waiting for an answer from Paul Anderson to see if we can put the project on as Phase One in case the job is not completed on schedule.
DECISION: Send a letter to Dufrense-Henry to reapply for the well phase only.
- 3. Paul discussed/reviewed the quote for the replacement of truck W-2. Paul stated that he had received a bid from Doering Equipment for the total price of the new truck to be under \$41,000.00. Fran felt that the price was to high and asked Paul to get a bid from Townsend Ford & Chapdelaines to see the differences in prices. Paul would also like to write a letter to the town accountant to carry the amount reserved for the new truck to be carried over to FY05
DECISION: Motion made and seconded to allow the Superintendent to enter in an agreement with MHQ to purchase a new truck and cab contingent on further investigation on pricing other avenues.
- 4. Paul reported that the quote from Dufrense-Henry for the Main Street generator would range between \$80,000 to \$90,000. The job will have to go out to bid because it is over the amount of \$25,000. Paul also stated that Ed Mailloux of Fitchburg Gas & Electric is going to get back to us on an estimate of the energy it will use. It was tabled.
- 5. Paul reported that Gary Shepherd still had not loomed and seeded Mr. York's yard as agreed upon almost three years prior.
DECISION: The Board voted to send a letter to Mr. Shepherd stating that he finish the work by July 15, 2004 or we would complete the work ourselves and bill him accordingly.
- 6. Paul reported that the sent the required Vulnerability Assessment due by 6/30/04 and the DEP Emergency Response Plan on 5/28/04.
- 7. Paul reported that the Harbor Trace well site may start installing additional monitoring wells prior to 8" well beginning the week of 6/14/04.

8. Brenda reported on the over due account # 144, Joyce Klauzinski, Ms. Klauzinski has recently informed the Townsend Water Department as to her filing Chapter 13.
DECISION: The Board wants us to contact Attorney Hyde to determine the legalities of collecting monies due us.

NEW BUSINESS:

1. Paul discussed/reviewed supplying bubbler's with water at Spaulding School field and the town common unmetered. Sam suggested that we meter the water to find out how much is used, but Paul wants to present it to the Selectmen for approval first.
DECISION: Motion made and seconded to notify the Selectmen during the winter with their plans to meter in the Spring of 05, until then the water at the bubbler's will remain unmetered.
2. Paul discussed/reviewed the possibility of a business owner out of Milford NH to purchase water for the purpose of filling pools.
DECISION: The Board voted unanimously not to accept request from business owner to use our water for the purpose of filling swimming pools.
3. Sean Tocci, 108 Turnpike 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. #0621, Sean Tocci, 108 Turnpike Road.
4. Paul discussed/reviewed a new requirement by the Highway Department to apply for road opening permits with a fee of \$100.00 per permit.
DECISION: The Board will send a letter to the Board of Selectmen and a copy to the Highway Department asking them to reconsider the burden of these fees.
5. Paul reported on his meeting with Roger Fritz of Process Control Technologies to look at acquiring an energy grant or rebates to upgrade pump controls at the Main Street Station.
6. Paul reported that the 2003 Water Quality Report was ready to be sent out to the water takers.
7. Brenda presented the list of the 2nd final shut-off notices.
8. Brenda presented May appropriation balances.

DECISION: Board voted unanimously to adjourn the meeting at 8:53 p.m.

The next scheduled meeting is Tuesday, July 13, 2004.

Respectfully submitted,

Brenda A. Boudreau, clerk

