

WATER COMMISSIONERS' MEETING
NOVEMBER 19, 2002
6:30 P.M.

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

GUESTS PRESENT: Supt. Paul Rafuse, Michael Stuart, Margaret Donahue-Lynch, Jeff Lynch, Ron Koivu, Bob Hotaling and Jean Dinon-clerk.

The meeting was opened at 6:55 p.m.

Previously signed warrants for \$8,069.79, \$3,596.10, \$3,852.78, \$4,239.74, \$133.50, \$3,419.00, \$4,042.13, \$547.89, \$3,108.30, \$8,921.01, \$7,254.81, \$5,600.00 and \$2,580.00 totaled \$55,365.05. Previously signed payroll warrants for \$3,030.45, \$2,905.30, \$2,997.04, \$2,995.74, \$2,994.57, \$3,148.78, \$2,941.71, \$3,035.23 and \$2,926.02 totaled \$26,974.84.

Commissioners read and noted the following correspondence:

- A. Letter from William T. Cornish, President, Underwater Solutions, Inc. to Paul Rafuse dated September 18, 2002 re: Agreement to conduct the inspections and cleanings of the Columbia 500,000-gallon riveted steel and the 1-million gallon concrete water storage tanks.
- B. Letter from Jacob C. Diemert, Esq., Wilson & Orcutt, P. C. to Paul Rafuse dated October 2, 2002 re: Public water supply – liability issues.
- C. Memo from James A. Johnson, Town Administrator dated October 17, 2002 re: Zero tolerance for drugs and alcohol policy.
- D. Letter from Douglas C. Deschenes, Hall, Finnegan, Ahern & Deschenes, P. C. to Paul Rafuse dated October 21, 2002 re: West Meadow condominium water.
- E. Copy of letter to Conservation Commission from Scott D. Smyers, M. S., Oxbow Associates, Inc. dated October 24, 2002 re: Construction monitoring 2 Old Battery Road, Townsend.
- F. Letter from David Y. Terry, DEP dated October 24, 2002 re: Rate structure for the Massachusetts Federal Safe Drinking Water Act Assessment for the coming fiscal year 2004.
- G. Letter from William T. Cornish, President, Underwater Solutions, Inc. to Paul Rafuse dated October 24, 2002 re: Inspection and cleaning of the 1-million gallon concrete water storage tank and the Columbia 500,000 gallon riveted steel water storage tank.
- H. Letter from David Y. Terry, Program Director at DEP dated October 24, 2002 re: Rate structure for the Massachusetts Federal Safe Drinking Water Act Assessment for the coming State Fiscal Year 2004.
- I. Memo from Carolyn Smart, Administrative Assistant dated October 25, 2002 re: Workers compensation/pre-employment physicals.
- J. Letter to Maureen Semekis, Real Estate Dept. Mgr., Hall, Finnegan, Ahern and Deschenes, P. C. dated October 29, 2002 re: Pine Tree Haven Estates, Inc.
- K. Copy of memo to Kathy Rossbach, Tax Collector from the Board of Health dated October 29, 2002 re: Municipal lien certificate.
- L. Letter from Jacob C. Diemert, Esq., Wilson & Orcutt, P. C. to Paul Rafuse dated October 29, 2002 re: Proposed enabling legislation to create water district.
- M. Letter from Andrew D. Chapman, P. E., R. E. Chapman Company to Paul Rafuse dated October 30, 2002 re: Redevelop tubular wellfield, West Townsend, Massachusetts.
- N. Memo from James A. Johnson, Town Administrator dated October 30, 2002 re: November 29, 2002.

- O. Fax from ProScience Analytical Services, Inc. dated October 30, 2002 re: West Meadow, West Townsend, MA.
- P. Letter to Senator Robert Antonioni and Representative Robert Hargraves from Paul Rafuse dated October 31, 2002 re: Joint meeting between the Board of Water Commissioners, and the Board of Selectmen.
- Q. Letter to Bob Bostrom, Boston Appraisal Services from Paul Rafuse dated October 31, 2002 re: Award of bid for appraisal of land at 44 Warren Road.
- R. Letter to John Avery, Avery Associates from Paul Rafuse dated November 4, 2002 re: Non-award of bid for appraisal of land at 44 Warren Road.
- S. Letter from Robert Winter, 46 Greenville Road to Paul Rafuse dated November 6, 2002 re: Pumping station on West Meadow Road.
- T. Memo from Tom Urgo, Blake Equipment Co., to West Townsend Water Department, Attn. Paul Rafuse dated November 8, 2002 re: Spare parts.
- U. Memo from Carolyn Smart, Administrative Assistant dated November 18, 2002 re: Employee assistance program.
- V. Noted DEP, Drinking Water Program, Sanitary Survey Stage 1, Comprehensive Compliance Evaluation, date of survey 5/16/02.
- W. Noted DEP, Bureau of Resource Protection, State Revolving Fund Loan Program for Drinking Water Projects, DRAFT CY 2003 Intended Use Plan and Project Priority List, November 1, 2002.
- X. Noted letter from DEP dated November 5, 2002 re: FY 03 Aquifer Land acquisition program notice of interim and final grant rounds.

OLD BUSINESS:

- 1. Barry Uphold, 11 Squannacook Terrace, will pay \$30.00 per week with late fees waived.
DECISION: Board voted unanimously that Barry Uphold will pay \$30.00 per month with late fees waived.
- 2. Ron Koivu also wanted something in writing from the Water Department to the Planning Board as far as having six houses built, and Ron would put in 12" main so he can build these houses. The main problem will be the pipe going under the river. Dave and Paul said that by upsizing the main would not increase the pressure just more volume.
- 3. Paul discussed/reviewed the budget. The Water Department does not come under the matrix. There was discussion of compensation of office workers when taking courses for their job. Paul discussed his salary; he would like \$55,000.00. In the operating budget in the building repairs is now \$5,000.00. Dave had a question on the municipal agreement when becoming a district. The budget was tabled until further discussion with Sam on Paul's salary and another meeting may be scheduled.
- 4. Paul reported that new main installed on Old Battery Road. Pressure tested and chlorinated; the results are back and everything is fine. Everything is done, and the only thing to do is disconnect Saball's old service.
- 5. Paul reported that Ron and Mike took tests on November 2, 2002.
- 6. Paul reported that storage tanks were cleaned and inspected.
- 7. Paul reported that West Meadow Estates main was tested on final phase; it all came out good. Pressure test was fine.

8. Paul reported that Representative Hargraves and Senator Antonioni would not be attending district meeting on November 20, 2002.

NEW BUSINESS:

1. Michael Stuart, 14 Reagan Road, will pay \$50.00 per week with late fees waived.
DECISION: Board voted unanimously that Michael Stuart will pay \$50.00 per week with late fees waived.
2. Margaret and Jeff Lynch, 444 Main Street, presented water filter with large deposits in it. Paul said they are having a problem since the C-flow tests last year. Bill Nunnery, Earth Tech, suggested flowing hydrant line coming out of hydrant for 15 gallons per minutes for three weeks to month.
DECISION: Board voted unanimously to purchase filters for the Lynchs' and Nicolis' until we can get issue resolved.
3. Ron Koivu came to apply for 1" service to 31, 32, 33, 37, 38 and 39 West Meadow Estates Drive. Check received for the connection charge of \$1,000.00 each.
DECISION: Board voted unanimously to approve 1" service to Appl. #604, 31 West Meadow Estates Drive, #605, 32 West Meadow Estates Drive, #606, 33 West Meadow Estates Drive, #607, 37 West Meadow Estates Drive, #608, 38 West Meadow Estates Drive and #609, 39 West Meadow Estates Drive.
4. Bob Hotaling came to apply for 2" service for new Main Street harbor fire station. Connection charge was waived.
DECISION: Board voted unanimously to approve 2" service to Appl. #610, new Main Street harbor fire station. The connection charge of \$2,400.00 was waived.
5. Paul discussed/reviewed purchasing upgrade to Jayhawk billing software; it will cost \$4,000.00.
DECISION: Board voted unanimously to purchase upgrade to Jayhawk billing software.
6. Paul discussed/reviewed the sign release of Pine Tree Haven Estates. The developer took the Water Department to court. The agreement was designed to insure they got the monies for connection fees when they applied. For some reason there were a few homes that never were in this agreement. As these lots come up, they will be released from the agreement. There is no binding agreement for this area any more.
7. Paul discussed/reviewed purchase and installation of new phone system. Paul recommends the lowest bid.
DECISION: Board voted unanimously to award bid to Moore Enterprises for new phone system for \$2,427.86.
8. Jean reported on October appropriation balance report.

DECISION: Board voted unanimously to adjourn the meeting at 9:55 p.m.

The next scheduled meeting may be in November, if necessary.

Respectfully submitted,

Jean R. Dinon, Clerk

