



OFFICE OF THE
WATER DEPARTMENT
TOWN HALL, 511 MAIN STREET
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Water Department Minutes **June 22, 2010**

Meeting was called to order by Chairman, Karl Huber at 6:57pm
Member present: Bob Gamache
Member absent: Peter Georges
Meeting held: At the Dunstable Town Hall, lower level

Meeting Minutes of May 25, 2010

Bob made a motion to approve the minutes, as submitted, from the May 25th meeting. Karl 2nd the motion. – Motion passed.

Bills

The Board signed off on invoices totaling \$3,936.05. All fiscal year invoices for 2010 must be in to the Accountant by July 13th.

Payroll

The Secretary's monthly payroll was signed off by the Board.

Review Breakdown of Finances for FY2010

The Board reviewed the FY2010 financial report.

Update on money owed to the Water Department

The Secretary told the Board that all water accounts are current. The spring water bills that were recently mailed are due the end of the week.

Statistical Report

The Secretary told the Board that the Annual Statistical Report was e-filed with the Department of Environmental Protection the end of May. Copies were handed out to the Commissioners.

Alarm/Hydro Station

Karl explained to Bob that the alarm project was moving forward. The equipment has been ordered and installation will take place in mid July.

The hydro station project is now on hold until Karl talks with Bill Anderson and Mike Hunchard regarding the possibility of installing new tanks at the pump station. Stantec Engineering had configured replacement bladder type tanks for Pond Street which we found out would not work. Drawbacks included the doorway/stairway entrance restriction and increased well pump cycling as well as reduced water volume stored at the building. Stantec then suggested that the



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department re-plumb the tanks, install new flow controls, etc. Karl (as well as Mike Hunchard and Bill Anderson) felt that this was not optimal because of the age of the tanks.

Swallow Union Elementary School bill

The Secretary told Board members that Steve Brynes from the Swallow Union Elementary School called regarding their water bill. The usage was roughly 99,000 gallons over what the average water bill has been for spring readings. Mr. Brynes believes this was due to the toilets constantly running while we were working on the pressure issues. The Board questioned why, if there was low pressure, the toilets ran at the school. The Secretary told the Commissioners that she would contact David Tully and/or Don Pottle to find out why the toilets would run with low pressure. The Board agreed that if David/Don can explain why the school had the problem, then the bill can be reduced by \$ 634.00.

Rate Increase

Peter Georges, who was not at the meeting, asked that this be discussed at the next meeting.

Meters

Motion, 2nd and passed to purchase twenty-five (25) meters, bushings, washers, seal press, wire and lead seals by June 30th, so that they are on hand for when David can replace the next set of residential meters. Amount to spend not to exceed \$3,000.

Letter to Account #30 & 102

The Board discussed the water usage for accounts #30 and #102. A letter was drafted to send to Account #30. Before mailing the letter, it will be reviewed by Town Counsel for his input.

Pressure Issues

Karl mentioned that he had received a call earlier regarding a possible pressure problem. No other phone calls had been received. Karl will call the resident and follow up.

Motion was made to adjourn the meeting at 8:05pm. Motion was 2nd. –Motion passed. The next scheduled meeting of the Water Department will be held on Tuesday, July 27, 2010; at 7:00pm.

Respectfully submitted,

Cheryl A. Mann
Secretary