



OFFICE OF THE
WATER DEPARTMENT
TOWN HALL, 511 MAIN STREET
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Water Department Minutes **July 27, 2010**

Meeting was called to order by Chairman, Karl Huber at 7:00pm
Members present: Bob Gamache and Peter Georges
Meeting held: At the Dunstable Town Hall, lower level

Meeting Minutes of June 22, 2010

Bob made a motion to approve the minutes, as submitted, from the July 27th meeting. Karl 2nd the motion. – Motion passed.

Bills

The Board signed off on fiscal year 2010 invoices totaling \$4,323.52 and \$282.46 of fiscal year 2011 bills.

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.

Review Breakdown of Finances for FY2011

The Board reviewed the FY2011 financial report and discussed changes they would like to see to future reports.

Update on money owed to the Water Department

The Secretary reported that \$4,879.81 is currently owed to the department. Late bills, with interest, went out on Monday.

Alarm/Hydro Station Update

Alarm: Karl told Board members that he received the RACO alarm system and that Joe Rock (agent for RACO) will be coming out within the next week to test for locations for system placement. The alarm is on a 60 day trial.

Bill Anderson from Walco Services had been at the pump station to install some connections, make repairs and update the system as required for DEP and in order to get ready for the alarm installation. He will be back to install the RACO system within the next couple of weeks.



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Hydros: Stantec is currently on hold with the engineering design work for the bladder tanks since it was determined that they could not meet our system requirements. Karl met with Mike Hunchard and Bill Anderson regarding a new system to be installed at the pump station. Mike submitted a rough drawing with a list of requirements that will be sent to Stantec for possible discussion and design. Karl said that the new 10,000 gallon pressure tank would have to be encased in a concrete building. The Board has a concern with the age of the Pond Street facility and the potential cost if the system failed.

Meter Replacement Program

Twenty-five new meters were delivered to the Highway Garage. The Secretary will contact David about replacing meters in the next few months.

Tie-In Drawings

Karl mentioned that additional work needs to be done locating some tie-ins for individual homes and businesses in town. A majority of the system was completed by Karl, Don Pottle, David Tully and Matt Walsh (Pepperell Water).

Water Account #30 & #102

Peter handed out a copy of the letter he received from the Water Department with a typed explanation on it as to why meter #102 did not have a reading for the spring cycle. His explanation was that the 2nd meter was used only for the animals, garden and pool. Bob asked if the water/meter fed any house plumbing, Peter said, "no". He went on to say that the meter is not being used by his daughter's apartment, however, may be hooked up to it in the future. The main meter (#30) is being used for all water in the house.

Rate Increase

The Secretary told the Board that she had invited Jack Patch from Mass Rural Water to the office to discuss water rate increases. Jack mentioned that it was difficult to compare our rates to surrounding towns as most of the towns in this area are much larger than Dunstable. When comparing Dunstable to towns of our size, there are factors to consider such as some having large treatment facilities, full time staff, etc. Jack said that he will see what he can do to compare our town with others that are similar in size and systems. He will get back to the Board in the upcoming weeks.

Peter mentioned that some towns give a 10% decrease to veterans/seniors and a 20% increase to businesses (including schools and municipal buildings) to cover the cost.

He also mentioned the current practice of adding a slip to the real estate tax bills asking residents if they would like to make a tax donation to three funds (i.e. education, scholarship and seniors/disability-real estate taxes). Peter said that another item could be added for



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veterans/seniors-water bills. The Secretary will check with Bonnie (Tax Collector) to see how the program has been working since it was adopted in 2003.

McGovern Wall

Karl will reach out to Matt Walsh to inquire about the installation of water pipes while the trenches are open during McGovern Wall project.

Motion was made to adjourn the meeting at 8:30pm. Motion was 2nd. –Motion passed. The next scheduled meeting of the Water Department will be held on Tuesday, August 24, 2010; at 7:00pm.

Respectfully submitted,

Cheryl A. Mann
Secretary