



OFFICE OF THE
WATER DEPARTMENT
TOWN HALL, 511 MAIN STREET
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Water Department Minutes **August 24, 2010**

Meeting was called to order by Chairman, Karl Huber at 7:02pm
Members present: Bob Gamache and Peter Georges
Meeting held: At the Dunstable Town Hall, lower level

Meeting Minutes of July 27, 2010

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

Bills

The Board signed off on fiscal year 2011 invoices totaling \$411.94 as well as the invoice for the alarm project of \$2,075.00 (Walco Services).

Payroll

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

Review Breakdown of Finances for FY2011

The Board reviewed the FY2011 financial report.

Review of End of Fiscal Year FY2010 Report

The Board reviewed the FY2010 final financial report from the Town Accountant. It was discussed that because the water bills were sent out in May, instead of April, over \$6,000 in receipts came in after the fiscal year closed. The Board talked about the fact that meters MUST be read in April and October in order to collect enough funds to cover budgeted amounts.

Update on money owed to the Water Department

The Secretary reported that \$1,710.03 is currently owed to the department. Late bills, with interest, went out last week.

Meter Replacement Program

The Secretary asked David for his availability on Saturdays during September in order to schedule the next twenty-five (25) meters for replacement.

Alarm/Hydro Station Update

Alarm: Karl told Board members that he, David Tully, and Joe Rock (representative from Raco) tried to position the signal box (for the alarm) at the pump station. They couldn't get a strong enough signal; therefore, Joe took the alarm product and has contacted Raco technical support to



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work on the issue. There is no cost to the department (60 day evaluation) until it is determined that the alarm signal is strong enough for the system to work.

Hydros: Karl has arranged to meet with representatives from Stantec to discuss the hydro tank project and how our needs can be met in a cost effective way. He will report back after the meeting.

Rate Increase

The Secretary handed out a rate sheet that she received from Jack Patch with water rates from towns of similar size. Unfortunately, many of the towns have unusual circumstances such as purchasing water from other towns and new facilities being built, which justifies the large increase in rates. The Board asked the Secretary to look into split rates (residential versus business rates) and senior rates.

Motion was made to adjourn the meeting at 7:52pm. Motion was 2nd. –Motion passed. The next scheduled meeting of the Water Department will be held on Tuesday, September 28, 2010; at 7:00pm.

Respectfully submitted,

Cheryl A. Mann
Secretary