



OFFICE OF THE
WATER DEPARTMENT
TOWN HALL, 511 MAIN STREET
DUNSTABLE, MA 01827-1313
(978) 649-4514 FAX (978) 649-8893
waterdept@dunstable-ma.gov

Water Department Minutes **October 26, 2010**

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

Meeting Minutes of September 28, 2010

Bob made a motion to approve the minutes, as submitted, from the September 28th meeting.
Peter 2nd the motion. – Motion passed unanimously.

Bills

The Board signed off on fiscal year 2011 maintenance invoices totaling \$491.75 and \$4,617.00 worth of invoices from the Water Special Project Add/Repl. Capital account.

Payroll

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

Review Breakdown of Finances for FY2011

The Board reviewed the FY2011 financial report.

Update on money owed to the Water Department

Commitment #20 was mailed on October 7th. The water payments are due by November 7th.
Late bills will go out after that.

Secretary's Meetings

It was suggested by the Town Accountant that the Secretary's Boards/Commissions put in writing the agreement they have had with her since her start date in 2001. Bob made the following motion, "I move that the Secretary for the Water Department continue throughout her employment with the Department (or until the Board votes to change the policy) to be paid for a minimum of two (2) hours for meetings. This has been the policy since she was hired in 2001." Peter 2nd the motion. – Motion passed unanimously.

Alarm/Hydro Station Update

Alarm: Karl told Board members that the alarm has been on-line for about a month. The box at the pump station has been labeled to identify the six connections. Bill Anderson will be coming back in order to add a pressure connection onto the system. Karl asked that the Secretary notify DEP that we are now in compliance with the alarm regulation.



OFFICE OF THE
WATER DEPARTMENT
TOWN HALL, 511 MAIN STREET
DUNSTABLE, MA 01827-1313
(978) 649-4514 FAX (978) 649-8893
waterdept@dunstable-ma.gov

Hydro Station: Karl mentioned that Stantec had called for an update with regard to the hydro station project. Karl explained to them that project was still on hold.

Meter Replacement

Karl told Board members that he had been in contact with Debbie Trumball from Small Water Systems. He explained to her that the department may want to hire her on an “as needed basis”. The most immediate project is the replacement of twenty-five to thirty water meters. Karl asked Ms. Trumball to provide the Board with a list of her charges. Karl asked the Secretary and the Acting Superintendent to put together a list of customers that need to have their meters replaced immediately.

David reminded the Board that the curb boxes on Highland Street need to be located. Karl asked the Secretary to get a hold of Dick Kilhart from Mass Rural Water Association to see if he can come out with his meter locator to assist.

Flushing

The Board mentioned to David that they would like to have the system flushed by the end of November.

Motion was made to adjourn the meeting at 8:03pm. Motion was 2nd. –Motion passed unanimously. The next scheduled meeting of the Water Department will be held on Tuesday, November 23, 2010; at 7:00pm.

Respectfully submitted,

Cheryl A. Mann
Secretary