



OFFICE OF THE
WATER DEPARTMENT
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Water Department Minutes **November 8, 2010**

Meeting was called to order by Chairman, Karl Huber at 6:30pm
Members present: Bob Gamache and Peter Georges
Meeting held: At the Dunstable Town Hall, lower level

Discussion on Meter Replacement Program

Karl told Bob and Peter that he had received an e-mail from Small Water Systems regarding the meter replacement program. The cost per operator would be \$65.00 per hour for the hours of 8:00am-4:30pm. After 4:30pm through midnight, and Saturdays, the charge would be time and a half. After midnight through 8:00am and Sundays – double time. Materials are charged a 20% markup. Karl figured that the department would need one person for 2-3 days at the cost of \$553 per day (\$1,659.00). Peter made a motion to expend up to \$2,200 to replace water meters. Bob 2nd the motion. Peter brought up the following during the discussion:

- 1) The department should identify Small Water Systems as the company replacing the meters to the homeowners.
- 2) The department should insure that Small Water Systems arrives with the appropriate spare parts in case they run into any issues while on the job.
- 3) Since the company is not familiar with Dunstable, we should provide a map identifying the parcels. Karl said that David Tully should be available if there are any issues.

Karl mentioned that the tie cords need to be given to Small Water Systems so they can be installed on the meters when they are replaced. The Secretary will send out letters to the targeted customers informing them that this is mandatory maintenance and to schedule an appointment.

Motion was made to adjourn the meeting at 6:50pm. 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