



OFFICE OF THE  
WATER DEPARTMENT  
TOWN HALL, 511 MAIN STREET  
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(978) 649-4514 FAX (978) 649-8893  
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## **Water Department Minutes** **November 23, 2010**

Meeting was called to order by Chairman, Karl Huber at 7:05pm  
Members present: Bob Gamache and Peter Georges  
Meeting held: At the Dunstable Town Hall, lower level

### **Harold Simmons – Finance Committee**

Harold attended the meeting to discuss the McGovern wall project with the Board. He said that it was highly likely that the town would get the necessary state funding to repair the wall, and that the Finance Committee is strongly urging the Water Department to lay new water main while the repair is underway. Karl explained to Harold that the department had pursued this earlier, however, were told that since the replacement of water main was not part of the original project, there would be engineering costs that the Water Department would incur as well as the expense of the main. The Secretary told members that the Selectmen are arranging a meeting with the State, Conservation Commission, Road Commissioners and Historical to discuss the project. The Water Board asked to be informed of the date/time once the meeting has been scheduled.

### **Meeting Minutes of October 26, 2010 & November 8, 2010**

Bob made a motion to approve the minutes, as submitted, from the October 26th meeting. Peter 2<sup>nd</sup> the motion. – Motion passed unanimously.

Bob made a motion to approve the minutes, as submitted, from the November 8<sup>th</sup> meeting. Peter 2<sup>nd</sup> the motion. – Motion passed unanimously.

### **Bills**

The Board signed off on fiscal year 2011 maintenance invoices totaling \$569.69 and a \$1,626.52 invoices from the Water Special Project Add/Repl. Capital account.

### **Payroll**

The Secretary's and David Tully's 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**

There is approximately \$4,930 outstanding for Commitment #20. Late bills with interest were mailed out November 8<sup>th</sup>.



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### **Alarm/Hydro Tank Update**

Hydro Tank - Karl reported that the Hydro Tank project is still on hold.

Alarm System - Karl made some changes to the PH reports so PH can be viewed four times a day at 1:00am, 7:00am, 1:00pm and 7:00pm. Karl said that there may be an additional cost to the department for the upgrade as well as an additional monthly cost to view the PH four times a day. Peter asked if there were any issues with the thermostat at the pump stations. Karl said that any drafts were plugged up last year and, so far, the temperature has been fine.

### **Meter Replacement**

Small Water Systems are scheduled to work in Dunstable on Tuesday, November 30<sup>th</sup>, Wednesday, December 1<sup>st</sup> and Thursday, December 2<sup>nd</sup> to replace the 25-30 meters in town that are on the list to be replaced. Peter asked the Secretary to inquire about if the workers being licensed plumbers. The Secretary will also ask them to fax over a copy of their liability insurance.

### **Flushing**

Karl reported that David Tully had started the flushing of the system.

### **Sanitary Survey Class**

The Secretary said that she had attended a "Sanitary Survey Class" in Littleton earlier in the day, however, will provide a report at the next meeting. Peter asked about mileage reimbursement since the Secretary did not request it. The Secretary said that she didn't plan on putting in for the mileage for a trip to Littleton. Peter asked that she check with the Town Accountant to make sure that that was okay.

### **Tie-in Drawings**

Karl said that while Dick Kilhart (Mass Rural Water) was here, he and David Tully found the tie-ins for Highland Street.

Motion was made to adjourn the meeting at 8:10pm. Motion was 2<sup>nd</sup>. –Motion passed unanimously. The next scheduled meeting of the Water Department will be held on Tuesday, December 28, 2010; at 7:00pm.

Respectfully submitted,

Cheryl A. Mann  
Secretary