



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 **Tuesday, July 24, 2012**

Meeting was called to order at 7:00pm by Chairman, Karl Huber
Member present: Bob Gamache
Resident: Joyce Cail
Meeting held: At the Dunstable Town Hall – lower level

Election of Officers

Bob made a motion to have Karl Huber remain as Chairman for the next year. Karl 2nd the motion. Motion passed unanimously. The Secretary will notify the Town Clerk.
Note: Copy of the letter is in the "Chairman" file.

Meeting Minutes of June 25, 2012

Bob made a motion to approve, as submitted, the minutes of the June 25th meeting. Karl 2nd the motion. - Motion passed unanimously.

Bills

\$527.97 of monthly bills were reviewed and signed off by the Board.

Payroll

The Secretary's and Water Employee's payroll slips were signed off by the Board.

Breakdown of Finances for FY2012

Members reviewed the fiscal year 2012 financial report.

Breakdown of Finances for FY2013

Members reviewed the fiscal year 2013 financial report.

Update on Money Owed to the Water Department

\$1,240.63 is currently owed to the Department. The Secretary told members that late notices (with interest) were sent out on Monday.

Additional Topics Discussed Not Noted on the Agenda

Indirect Cost Allocation Plan Agreement

The Secretary presented a letter to the Commissioners to sign asking the Town Accountant to transfer \$4,963.00 from the maintenance account to the Town of



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Dunstable General Fund to cover a portion of the cost for employee benefits. Karl made a motion to sign the letter. Bob 2nd the motion. – Motion passed unanimously.
Note: Copy of letter in fiscal year 2013 expense file.

Wells

Karl explained to Bob that Well #2 had had an issue in June. After much investigative work, including testing the Badger meter, it was found that the sensors were not working properly. Two options have been presented to the Water Department:

- a) **Replace the existing sensors at a total price of approximately \$3,500.**

Benefit: Cost

Problem: The sensors would be mounted as they are now, below ground, which is not optimal due to the changing weather conditions. Sensors would last 5-6 years.

- b) **Install an injection mag meter at a total price of approximately \$10,000.**

Benefit: Can tap live without shutting the system down. Not mounted below ground so sensor accuracy is better.

Problem: Cost

Bob asked about maintenance and life expectancy of the injection mag meter. Karl said that he would find the answers to those questions and report back to Bob.

Karl mentioned that he had already talked to Town Accountant Andy Gould about the project explaining that these are specialized companies who previously installed equipment on our system and are quite familiar with its unique challenges, similar to a sole provider.

After the discussion, Bob made a motion to go forward with the new product (Injection Mag Meter) if the average life expectancy is 10 years or greater. Vendors that will be used are: True North (product), Smith and Felix Pipeline, and Walco. Estimated total cost of the project will be around \$10,000. Karl 2nd the motion. – Motion passed unanimously.

Mass Works Grant

Karl and Bob have not reviewed the Mass Works grant application. They will both do so over the next month.

Backflow Testing

The Secretary reported that Small Water Systems has completed the spring backflow testing.



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Memo from Selectmen

In the mail was a letter from the Selectmen mentioning a meeting on Wednesday, August 1st at 6pm with Tim Goddard regarding looking into a Town Administrator for Dunstable.

Joyce Cail

Karl asked Joyce if she would be interested in the appointment of Water Commissioner for the next year. He said she would bring a fresh perspective to the Department and has already been exposed to the Water Department by attending the Source Water Protection Committee meetings. Joyce indicated that she would be interested. Karl will approach the Selectmen about the appointment.

August Meeting

Bob told Karl that he would not be at the next Water Department meeting.

Meeting was closed at 8:15pm. The next meeting of the Water Department is scheduled for Tuesday, August 28, 2012 at the Dunstable Town Hall, lower level at 7:00pm.

Respectfully submitted,

Cheryl A. Mann
Secretary
Dunstable Water Department