



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, August 28, 2012**

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

Bills

\$1,950.16 of monthly bills were reviewed and signed by the Board.

Payroll

The secretary's and water employee's payroll slips were signed by the Board.

Breakdown of Finances for FY2013

Members reviewed the fiscal year 2013 financial report.

Update on Money Owed to the Water Department

\$755.72 is currently owed. Late notices (with interest) were sent out on Monday.

Additional Topics Discussed Not Noted on the Agenda

Rate Increase

The Board asked the Secretary to add this to the September agenda for discussion.

Emergency Response Plan

The Secretary explained that she updated the Emergency Response Plan but needs assistance with two of the more technical sections. Karl will review them. She also mentioned that she sent updated chemical specifications to the Police and Fire Departments.

FM Generator

Karl mentioned that he re-negotiated some of the terms of our generator maintenance agreement as well as the contract for the Police Department. Karl will touch base with the Police Chief to see if they have decided to use FM Generator for their maintenance.



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Stantec Engineering State Revolving Fund (SRF)

Karl explained to Joyce that Tom Mahana from Stantec Engineering offered to review and fill out a SRF application at no cost to the Water Department. The application is due the beginning of September and would be awarded as a low interest loan. The following items will be included in the application:

- a. upgrade the existing 4" and 6" pipe
- b. a water storage tank
- c. modernize Pond Street hydro tanks or if that can not be done, construct new infrastructure
- d. update existing pump station to handle possible interconnection with neighboring town(s), the construction of the town's Mixed Use District (MUD) and/or the creation of a potential 40B development.

Karl said that by going through this process, it will put the Dunstable Water Department on the state's radar, making it understood that our department has urgent needs that we can not financially meet.

Karl will continue to work with Tom Mahana throughout the application process and report back to the Board next month.

Meeting was closed at 7:55pm. The next meeting of the Water Department is scheduled for Tuesday, September 25, 2012 at the Dunstable Town Hall, lower level at 7:00pm.

Respectfully submitted,

Cheryl A. Mann
Secretary
Dunstable Water Department