



OFFICE OF THE
WATER DEPARTMENT
TOWN HALL, 511 MAIN STREET
DUNSTABLE, MA 01827-1313
(978) 649-4514 FAX (978) 649-8893
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Water Department Minutes **Tuesday, September 25, 2012**

Meeting was called to order at 7:02pm by Chairman, Karl Huber
Members present: Joyce Cail and Bob Gamache
Meeting held: At the Dunstable Town Hall – lower level

Meeting Minutes of July 24, 2012

Bob made a motion to approve the meeting minutes, as submitted, from the July 24th meeting. Karl 2nd the motion. – Motion passed with Joyce abstaining from the vote as she was not a Board member at the time of the meeting.

Meeting Minutes of August 28, 2012

Joyce made a motion to approve the meeting minutes, as submitted from the August 28th meeting. Karl 2nd the motion. – Motion passed unanimously.

Bills

\$1,018.70 of monthly bills were reviewed and signed by the Board.

Payroll

The Secretary's and Water Employee's payroll slips were reviewed and 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

\$689.31 is currently owed. Late notices (with interest) were sent out Monday.

Update of Emergency Response Plan

Karl is still working on the updates to the plan.

Drinking Water State Revolving Fund – 2013 Project Evaluation Form

Stantec Engineering offered to complete the State Revolving Fund Application for the Dunstable Water Department, at no charge. The application was submitted to the state the end of August. Karl said that he is not sure how long the review process will take or when we will hear about our request. Stantec included a list of items in the application which will at least make the state aware of the challenges we are now facing as a small water system. Items listed in the \$4.96 million dollar request are:



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- a. replacing aging water mains
- b. a storage tank for growth, stability for existing customers and fire protection
- c. possibly interconnecting to another town

Mass Works Grant

Karl explained that since the Mixed Use District (MUD) is not “shovel ready”, a stipulation of the Mass Works Grant, we could not apply for funding.

Update on McCrometer Flow Meter Installation

Karl said that the flow meter is due to ship on Friday, September 28th with installation scheduled for the 1st or 2nd week of October.

Rate Increase

The Board discussed the need to increase water rates and the amount charged for backflow preventer testing as our costs have increased in the past 5 years. Members asked the secretary to pull the last five yearly reports for the Water Department and to put this on the agenda for the next meeting.

Additional Topics Discussed Not Noted on the Agenda

Mike Hunchard – Flowrite

Mike Hunchard from Flowrite will be out to service Well #1 on Thursday, October 4th. Well #1 has been running since the first of June when we had to take well #2 off-line due to the flow meter problem.

Meeting was closed at 7:56pm. The next meeting of the Water Department is scheduled for Tuesday, October 23, 2012 at the Dunstable Town Hall, lower level at 7:00pm.

Respectfully submitted,

Cheryl A. Mann
Secretary
Dunstable Water Department