



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

Approved: 2/26/2013

## **Water Department Minutes** **Tuesday, January 22, 2013**

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 November 27, 2012**

Bob made a motion to approve the meeting minutes, as submitted, from the November 27th meeting. Joyce 2<sup>nd</sup> the motion. – Motion passed unanimously.

### **Review and Sign Monthly Bills**

\$6,636.94 of December bills and \$1,051.84 of January bills were reviewed and signed by the Board.

### **Review and Sign Employee's 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**

Fall water bills went out in November with a due date of December 20<sup>th</sup>. Currently there is \$2,977.40 owed. Bills with interest went out earlier in the day.

### **2012 Annual Report**

The 2012 yearly report was handed out for the Board to review. Karl asked the Secretary to mention the support we have received from the Board of Selectmen to engage in further review of possible infrastructure expenditures and ways to fund those expenses.

### **Fiscal Year 2014 Budget Review**

The Secretary handed out the draft fiscal year 2014 budget. She explained that our income has not changed much in the past four years, and it is getting difficult to keep up with the expenses that we are incurring with running a utility. The Board discussed their concerns with our aging infrastructure. Of immediate concern are the Pond Street hydro-pneumatic tanks, the 4" pipes on Pleasant Street, the pump in well #1 and the need of a water storage tank. After the discussion, Bob made a motion to approve the



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preliminary fiscal year 2014 budget as presented. Joyce 2<sup>nd</sup> the motion. – Motion passed unanimously.

### **2013 Election Calendar**

The Secretary handed out the 2013 Election Calendar from the Town Clerk. Joyce told members that she does not plan on running for the position of Water Commissioner and is hoping that someone will come forward. When asked, Bob said that he was not sure what he was going to do because of his frustration with the lack of support the Water Department receives.

### **Rate Increases**

The Board discussed changes that need to be made to the Rules and Regulations for the Dunstable Water Department and the Rates and Fee Schedule. We will use February 28<sup>th</sup> to discuss the changes and have a hearing date of March 27<sup>th</sup>.

### **Additional Topics Discussed Not Noted on the Agenda**

None

Meeting was closed at 8:21pm. The next meeting of the Water Department will be Tuesday, February 26, 2013 at 7:00pm.

Respectfully submitted,

Cheryl A. Mann  
Secretary  
Dunstable Water Department



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