



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: July 23, 2013

Water Department Minutes **Tuesday, June 25, 2013**

Meeting was called to order at 7:00pm by Chairman, Karl Huber
Members present: Bryan Conant and Bob Gamache
Meeting held: At the Dunstable Town Hall – lower level

New Member – Bryan Conant

Karl and Bob welcomed Bryan Conant as the newest member of the Water Board. Bryan was voted in during the May elections.

Election of Chairman

Bob nominated Karl Huber as Chairman for the next fiscal year. Bryan 2nd the motion. – Motion passed unanimously.

Meeting Minutes of April 23, 2013

Bob made a motion to approve the meeting minutes, as submitted, from the April 23rd meeting. Karl 2nd the motion. – Motion passed unanimously.

Review and Sign Monthly Bills

\$1,318.47 and \$3,558.62 of May and June 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.

Breakdown of Finances for FY2013

Members reviewed the fiscal year 2013 financial report. \$1,045.09 is remaining in the maintenance account. Karl mentioned that David had been called out twice, after hours, for high pH alarms. The problem may be the probe which was replaced in 2009. Karl said that he may contact Dick Kilhart and Mike Leach from Mass Rural Water to come out and help trouble shoot the problem.

Breakdown of Finances for FY2014

The new budget for fiscal year 2014 was handed out to members.

Update on Money Owed to the Water Department

\$1,171.06 is currently owed. Late notices with interest were mailed out on Monday.



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Capital Appropriation Committee Meeting with Karl Huber

Karl met with the Capital Appropriation Committee regarding the future needs of the Water Department. This Committee was put in place as a result of a town survey conducted by the state in which they looked into how the town operates and what will be needed in the future. The Water Department's aging infrastructure, especially the hydro-pneumatic tanks on Pond Street, is of major concern. The failure of these tanks could be catastrophic to the system. A meeting with the Committee will be set up in which Karl will present four options along with pros, cons and costs of each.

- 1) Rehabilitate the Pond Street hydro-pneumatic tanks.
- 2) New infrastructure to replace Pond Street.
- 3) Water storage tank which would replaced the hydro-pneumatic tanks as well as give the town better fire protection.
- 4) Do nothing

Additional Topics Discussed Not Noted on the Agenda

Leak at corner of Westford Street and Main Street

Karl said that a valve located at the corner of Westford Street and Main Street was leaking. In order to fix this, the road will need to be dug up. Karl asked the Secretary to check with the Highway Department to see if they would be willing to patch the road once the valve has been repaired.

Transfer of Fiscal Year 2013 Special Project Accounts to Fiscal Year 2014

The Secretary told the Board that she needed to send a letter to the Town Accountant asking her to carry over balances from the Water Department's special accounts. Bob made a motion to carry over balances from the Water Special Project Add/Replace Capital Asset account (6500-04-451-5850-2010-001) and the Water Special Project Capital Asset Repair/Maintenance account (6500-04-451-5240-2010-002) to fiscal year 2014. Bryan 2nd the motion. – Motion passed unanimously.

Replacing Malfunctioning Meters and Access to Residences

The Board discussed that some residents have not responded to multiple requests for our superintendent to get access to their homes in order to replace malfunctioning meters. The Secretary found wording that could be adapted for our use. The language will be forwarded to Attorney Larkin for review and a hearing will be set up in the future.

Motion made, 2nd and passed unanimously to close the meeting at 8:08pm. The next meeting of the Water Department will be Tuesday, July 23, 2013 at 7:00pm.
Respectfully submitted,

Cheryl A. Mann, Secretary-Dunstable Water Department



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