



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 22, 2014**

Approved: August 27, 2014

Meeting was called to order by Chairman Bryan Conant at 7:00pm.  
Members present: Bob Gamache and Mark Cullen  
Meeting held: At the Dunstable Town Hall, 511 Main Street, lower level

**Meeting Minutes of June 18, 2014**

Bob made a motion to approve the minutes, as submitted, from the June 18th meeting.  
Mark 2nd the motion. - Motion passed unanimously.

**Review and Sign Bills**

The monthly bills were reviewed and signed by the Board.

**Review and Sign Payroll**

The Secretary's and Water Employee's payroll slips were signed.

**Breakdown of Finances for FY2014**

Members reviewed the fiscal year 2014 financial report.

**Breakdown of Finances for FY2015**

The Board reviewed the fiscal year 2015 financial report.

**Update on Money Owed to the Water Department**

\$1,844.29 from Commitment #27 is currently owed to the Department.

**Definitive Subdivision/Special Permit Hearing for Loftis Dunstable LLC – River St.**

The subdivision will be located too far away to supply it with town water. The developer is asking for individual wells.

**Update on Engineering for Water Project**

The Secretary has been working with the engineering team and providing information to them when it's requested.

**Discussion on Late Charges for Overdue Accounts**

The Secretary researched surrounding communities to see how they handle late charges with their customers. Most towns charge interest but two of these charge a late charge in addition to interest. One charges \$10 per month, the other \$2.00 demand charge. The Board will need to hold a hearing in order to implement a change.



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### **Carry Over Balances to Fiscal Year 2015**

Bob made a motion to carry forward to fiscal year 2015 the \$70,000 engineering account that was voted under Article 20 at the May 12<sup>th</sup> Annual Town Meeting. Mark 2<sup>nd</sup> the motion. . Motion passed unanimously.

Bob made a motion to carry over the following two water accounts from fiscal year 2014 to fiscal year 2015.

6500-04-451-5850-2010-001 . Water Special Project Add/Repl Capital Asset

6500-04-451-5240-2010-002 . Water Special Project Capital Asset Repair/Maint.

Mark 2<sup>nd</sup> the motion . Motion passed unanimously.

### **Chairman's Report on Board of Selectmen's Meeting of July 16<sup>th</sup>**

Brian reported that the Board of Selectmen are looking at updating the buildings security. In doing so, the Water Department will be given one key to access the Town Hall after hours.

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

Bob made a motion to close the meeting at 7:28pm. Mark 2<sup>nd</sup> the motion. - Motion passed unanimously.

Respectfully submitted,

Cheryl A. Mann  
Secretary  
Dunstable Water Department