



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 27, 2014

Approved: September 4, 2014

Meeting was called to order by Chairman Bryan Conant at 7:02pm.
Members present: Bob Gamache and Mark Cullen
Meeting held: At the Dunstable Town Hall, 511 Main Street, lower level

Tighe & Bond - Update on Storage Tank Locations

Jeff Faulkner and Tom Mahanna from Tighe and Bond were in attendance to update the Board on locations they've identified for placement of a storage tank. Handouts included Appendix A Tank Site Screening Map, pictures of various kinds of tanks and tank siting alternatives. Tom explained that 23 possible sites were chosen before they focused on the area around or within ½ mile of the distribution system. He said that although listed, anything over ½ a mile would be cost prohibitive due to the \$200 per foot expense to lay new pipe. Tighe and Bond considered landownership, what exists on the site now, elevation and distance when determining suitable sites. An elevation of over 300 would be ideal but that would severely limit the Water Department's choices.

The top six sites identified were: (P) existing hydro-pneumatic tank location, (G) Main Street near Meetinghouse Hill Cemetery, (Q) 33 Parkhurst Street, (K) 24 High Street, (J) 40 High Street and (O) Pierce Town Forest.

The benefit to site (P) is that it is already owned by the Water Department and is right on the system. Unfortunately, the elevation isn't good enough to pressurize the system and there isn't a lot of room for siting a tank.

(J) & (K)'s elevations are not ideal and these are privately owned properties with homes on them.

(Q) has better elevation; however this is also privately owned with a home on it.

(G) and (O) may have restrictions on the parcels due to the nature of how they were acquired.

Bryan reiterated that he would like to see adequate pressure and water going to the fire hydrants in town.

It was suggested that a ground storage tank may work at the well site with the purchase of additional equipment to pump the water through the system.



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The Board liked the idea of the existing well site because of its proximity to the wells, property is owned by the Water Department and less of an impact to residents.

Jeff and Tom would like the Board to narrow down the sites to three or less for further study. Members decided that they would get back to Tom and Jeff after they've done additional research and gone out to the sites. Areas that are being considered at this time are: (Q) . 33 Parkhurst Street, 711 Main Street and the Mud District (Pleasant Street).

Meeting Minutes of July 22, 2014

Bob made a motion to approve the minutes, as submitted, from the July 22nd 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 FY2015

The Board reviewed the fiscal year 2015 financial report.

Update on Money Owed to the Water Department

\$1,674.56 from Commitment #27 is owed to the Department. Members asked the Secretary to check with Attorney Larkin regarding the process of putting a lien on accounts that are in arrears.

Repair of Faucet by Veteran's Memorial

The Secretary mentioned that she was told the faucet near the Veteran's Memorial is in need of repair. Board members said that the repair should be done by the Town as they own the faucet.

Gate Valve Repair at Hillcrest Street

The Secretary told members that the gate valve repair on Hillcrest Street has been scheduled for tomorrow morning, Thursday, August 28th. Residents affected were sent a notice on August 26th by mail, a message was posted to the website and an e-mail went out to all customers. Residents were instructed to run their faucets to flush the system when water is turned back on.



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Vote to Transfer \$500 from Emergency Reserve Account

Bob made a motion to transfer \$500 from the Emergency Reserve Account to the employee benefit account (6500-04-450-5690-0000-005) in order to cover an anticipated deficit in that account. Bryan 2nd the motion. . Motion passed unanimously.

Vote to Transfer \$5,565.90 from Employee Benefit Account to the General Fund

Bob made a motion to transfer \$5,565.90 from the employee benefit line item 6500-04-450-5690-0000-005 to the general fund to pay for a portion of the two employees' benefits. Mark 2nd the motion. . Motion passed unanimously.

FM Generator Yearly Contract

Brian signed the yearly contract for FM Generator maintenance. Members asked if the propane tank that feeds the generator had been replaced. The Secretary said that because of the amount of propane in the tank, AmeriGas could not replace the tank but they did repaint it.

Additional Topics Discussed Not Noted on the Agenda

Discussion on Signature Authority for Bills and Payroll

The Secretary presented forms for the Board to fill out on signature authority for bills and payroll. Members had questions for the Town Accountant. This will be put on the agenda for the next meeting.

Bob made a motion to close the meeting at 8:36pm. Mark 2nd the motion. - Motion passed unanimously.

Respectfully submitted,

Cheryl A. Mann
Secretary
Dunstable Water Department