



OFFICE OF THE
WATER DEPARTMENT
TOWN HALL, 511 MAIN STREET
DUNSTABLE, MA 01827-1313
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Water Department Minutes **Tuesday, September 23, 2014**

Approved: October 28, 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 September 4, 2014

Bob made a motion to approve the minutes, as submitted, from the September 4th 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.

Review Breakdown of Finances for FY2014

The Board reviewed the fiscal year 2014 financial report.

Update on Money Owed to the Water Department

\$1,631.73 is currently owed to the Department. Late notices with interest will be mailed out next week.

Vote to Transfer Funds to Special Account

The State recently certified the Water Department's fiscal year 2014 retained earnings. Bob made a motion that the \$8,096.71 from retained earnings be transferred to the Water Special Project Capital Repair/Maintenance account. Mark 2nd the motion. . Motion passed unanimously.

Authorization Forms to Approve Payroll and Bills

The Town Accountant has asked the Water Department to update their authorization forms for signing off on payroll and bills. Members agreed that Bryan (as Chair) can sign bills and payroll. In his absence, any member can sign.

Repair of Faucet by Veteran's Memorial

The Secretary told the Board that the cost to repair the faucet by the Veteran's memorial would be approximately \$140 (parts only). Members asked that David order the parts and do the repair, with the Department picking up the cost.



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Discussion on Liens on Property for Unpaid Water Bills

The Secretary reported that she had talked with the Tax Collector who said that the procedure for putting a lien on property included; delivering a notice by certified mail and then constable, advertising in the Lowell Sun and filing a notice in the Registry of Deeds. She said that it is a lengthy and expensive process. The Board asked the Secretary to get in touch with Attorney Larkin to discuss this further with him.

Lead and Copper Sampling in September

The Secretary told members that David had dropped off and collected all twelve water samples. The samples were then sent to the lab for testing. In the meantime, alternate sites have been chosen and the request will be sent to the Department of Environmental Protection for review and approval.

Water Infrastructure Bill Signed by Governor Patrick

The Secretary explained that she had asked Jeff Faulkner from Tighe and Bond to explain the new bill just signed by our Governor. Jeff said that the funding mechanism for these projects is the State through the State Revolving Fund (SRF). Low interest loans are usually made available as well as some grant money. The Town of Dunstable has never been eligible for the grants because of the high median income of its residents. Jeff said that the SRF application deadline for this year has passed. The next deadline will be August 2015 for projects to be started by July 1st 2017. He also said that our tank project might not score high because towns with treatment issues and human health effects are ranked higher.

Update on Engineering for Water Project

The Secretary reported that Jeff Faulkner said that his report is in Tom Mahanna's office for review. It will be sent to the Department next week and he is hoping to meet with us the following week to discuss the results.

Additional Topics Discussed Not Noted on the Agenda

Bob made a motion to close the meeting at 7:35pm. Mark 2nd the motion. - Motion passed unanimously.

Respectfully submitted,

Cheryl A. Mann
Secretary - Dunstable Water Department