



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** **Wednesday, April 8, 2015**

Approved: April 21, 2015

Meeting was called to order by Chairman Bryan Conant at 6:00pm.  
Members present: Bob Gamache and Mark Cullen  
Additional attendees: Fire Chief Brian Rich and water employee David Tully  
Meeting held: At the Dunstable Town Hall, 511 Main Street, lower level

### **Rates and Fees Discussion**

The Board would like to invite Dick Kilhart from Mass Rural Water to the discussion on the rates and fees therefore this topic will take place later in April.

### **Meeting Minutes – March 24, 2015**

Bob made a motion to approve the minutes, as submitted, from the March 24<sup>th</sup> meeting.  
Bryan 2nd the motion. - Motion passed unanimously.

### **Review and Sign Bills**

Invoices were reviewed and signed by the Board. David Tully mentioned that the pH meter should be calibrated. The Secretary will contact David Hardman to schedule this.

### **Review and Sign Payroll**

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

### **Review Breakdown of Finances for FY2015**

The Board reviewed the fiscal year 2015 financial report.

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

Currently \$2,652.85 is owed to the department. Shut off letters were sent certified mail to customers in arrears. If their water bill is not paid in full within two weeks, a final shut off notice will be delivered by constable. Shut offs are scheduled for the end of April.

### **Storage Tank Facility/Water Main Project**

Bryan told members that he attended the senior meeting at the Library last week to answer questions about the storage tank facility/water main project.

The following items need to be completed before the May 11th Annual Town Meeting:

Tighe and Bond present the power point presentation to the Board. Discussion with Dick Kilhart on new rates and fees. . possibly on Tuesday, April 21<sup>st</sup> at 6pm.



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Hydrants: Within the next two weeks, the Fire Chief will work with David Tully to open hydrants. Ones that don't open will be painted black.

Letters will be mailed to parents of children at Swallow Union Elementary School regarding the proposed storage tank facility/water main project. Bryan will call Tighe and Bond.

Information will be posted in the Neighbor to Neighbor, on the access channel, town website and posted in Town Hall, Library and Post Office about the proposed project. Date/time of the informational session will be announced.

Tighe and Bond and the Water Board will hold an informational session for residents on the proposed project - possibly on Monday, April 27<sup>th</sup> 6pm

A letter will be mailed to the residents on Lowell Street asking if there is an interest in hooking up to town water.

A list of the meetings scheduled between now and Annual Town Meeting will be provided to Board members to attend to gain support for the project.

Pavement of 1,800 linear feet from Pond Street to the Post Office . Bryan will discuss with Tighe and Bond

Water Main in the front yard of the Sargents on Main Street . Bryan will discuss with Tighe and Bond about relocating the main.

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

Bob made a motion to close the meeting at 7:03pm. Mark 2nd the motion. - Motion passed unanimously.

Respectfully submitted,

Cheryl A. Mann  
Secretary  
Dunstable Water Department