



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, July 28, 2015

Approved: September 15, 2015

Meeting was called to order by Chairman Bryan Conant at 6:00pm.
Members present: Mark Cullen and Bob Gamache
Meeting held: At the Dunstable Town Hall, 511 Main Street, lower level

Meeting Minutes of June 17, 2015

Bob made a motion to approve, as submitted, the minutes of the June 17th meeting.
Mark 2nd the motion. . Motion passed unanimously.

Review and Sign Bills

Invoices totaling \$1,696.34 were reviewed and signed by the Board.

Review and Sign Payroll

Payroll slips for the water employees were submitted and signed.

Review Breakdown of Finances for FY2015

The Board reviewed the fiscal year 2016 financial report.

Update on Money Owed to the Water Department

\$2,049.68 is currently outstanding. Late bills are mailed at the end of each month.

Indirect Cost Allocation Plan for Employee Benefits

Bob made a motion to transfer \$5,677.00 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 Contract

Bob made a motion to sign the contract for FM Generator for the bi-yearly maintenance on the generator. Mark 2nd the motion. . Motion passed unanimously.

Letter to EOEEA regarding Miller Conservation Restriction

The Secretary told members that the Conservation Commission would like a letter from the Water Department to submit to the EOEEA in support of the Miller Conservation Restriction. Bob made a motion to write the letter. Mark 2nd the motion. . Motion passed unanimously.

Account #29 – Shut Off

The Board discussed the difficulty David Tully has had with shutting off account #29 due



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to an issue with the valve. Mark will work with David next week to repair the valve so it can be shut off easily. Once water has been terminated, the owner will be notified that it will be turned back on once payment has been made.

August 25th Meeting

The next meeting of the Board of Water Commissioners is scheduled for Tuesday, August 25th which is the night of the vote on the debt exclusion for the water project. The Board decided to cancel the August meeting and hold their next meeting on Tuesday, September 22nd at 6:00pm.

Additional Topics Discussed Not Noted on the Agenda

Schedule of Rates and Fees

The Secretary passed out the Schedule of Rates and Fees that were approved in June 2015. After reviewing the document, members decided that additional changes to sections IIC, IID, IIE, IIH, III, IIK, and IIP should be made. A hearing in September will be scheduled.

Mark made a motion to close the regular meeting at 6:40pm. Bob 2nd the motion. - Motion passed unanimously.

Informational Session – 7:00pm – Upstairs at the Dunstable Town Hall

In attendance: Water Board members Bryan Conant, Bob Gamache and Mark Cullen; Board of Selectmen members Ken Leva and Walter Alterisio, Fire Chief Brian Rich, Finance Committee members Ron Mikol, Harold Simmons and Dana Metzler, Attorney Rich Larkin, Jeff Faulkner from Tighe and Bond and residents.

Ken started off the discussion by explaining that the proposed project is the result of smart planning for now and the future. The 90+ year old hydro-pneumatic system has failed in the past causing the department to spend thousands in repairs. The next failure could be catastrophic. The Town's fire hydrants are inadequate and the current system won't accommodate future projects planned for the Best property and Mixed Use District.

Bob then went into the presentation in the following order:

- a) Explanation of existing system and aging hydro-pneumatic tanks.



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- b) Proposed system which meets the town's needs now and in the future.
- c) Possible tank locations
- d) Proposed pumped storage facility . 43' x 25'
- e) Water main replacement
- f) Project cost \$3,500,000
- g) Project benefits
- h) Facts

Betterment fees and tax increases were discussed with Selectmen Leva telling residents that specific percentages and figures cannot be determined until the project has been completed. At that time, the Board of Selectmen will be able to determine the amount to be assessed. Residents with the water line running past their property (whether or not they are customers) will most likely be assessed a betterment fee as well as a tax increase but may see a decrease on their homeowner's insurance because of working hydrants. After the discussion, Mr. Leva agreed that he would post on the town website estimated numbers to give residents an idea of the cost to the taxpayer.

Finance Committee member Dana Metzler spoke about debt exclusions that will be coming off the town books (i.e. Town Hall loan) soon. This could result in lower residential taxes depending upon what is voted on for future debt exclusions.

Mark made a motion to close the regular meeting at 7:05pm. Bob 2nd the motion. - Motion passed unanimously.

Respectfully submitted,

Cheryl A. Mann
Secretary
Dunstable Water Department