



OFFICE OF THE
WATER DEPARTMENT
TOWN HALL, 511 MAIN STREET
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Water Department Minutes **Monday, January 4, 2016**

Approved: January 26, 2016

Meeting was called to order by Chairman Bryant Conant at 6:00pm.
Members present: Mark Cullen and Bob Gamache
Also in attendance: Board of Selectman Ken Leva and Town Counsel Rich Larkin
Meeting held: At the Dunstable Town Hall, 511 Main Street, lower level

Meeting Minutes of December 1, 2015

Bob made a motion to approve, as submitted, the minutes of the December 1st meeting.
Mark 2nd the motion. . Motion passed unanimously.

Review and Sign Monthly Bills and Payroll

Invoices were reviewed and signed by the Board. The Board discussed the fact that the water employee went out on Christmas Day to answer an alarm at the pump station. He was paid, per the Town Accountant, 1 ½ times his pay. It was agreed that on holidays, he should be paid double time. Board voted to make up the difference on his January 15th check and from now on when he works a holiday, gets paid double time.

Review Breakdown of Finances for FY2016

The Board reviewed the fiscal year 2016 financial report.

Update on Money Owed to the Water Department

Fall bills were mailed out in November and due mid-December. Late notices went out the end of December. Currently there is \$7,480.16 outstanding.

Special Permit Form – Thorndike Street – backland lots – Rosemarie Russell

The Board agreed that they had no comment on the Special Permit Notification Form for Thorndike Street. Town water is not located in that area of Town.

Annual Report Review

The Secretary handed out the draft Annual Report for 2015. No changes were made.

FY2017 Budget Review

No changes were made to the draft, the budget was signed by the Board.

Request from Cemetery Commission Regarding Fall 2015 Bill

The Cemetery Commission wrote to the Board of Water Commissioners requesting a reduction in their fall 2015 invoice due to a small leak and residents not shutting off the hose after watering plants. Bob made a motion to adjust the water only portion of the



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bill from \$1,853.68 to \$1,200, a savings of \$653.68. Mark 2nd the motion. . Motion passed with Bryan abstaining from the vote.

Broken Screen in Well #1 Update

David is looking into replacing the broken screen at well#1. The Board discussed the additional work that will need to be done in order to get well #1 in good working order.

Storage Tank Discussion

The Board requested that Attorney Larkin and Board of Selectmen member Ken Leva attend the meeting to discuss using the Town Forest on Groton Street as a site for a storage tank. At the December 1st meeting, the Town Forest Committee mentioned that they may be willing to approve the siting of a tank on the Town Forest property if the Water Board is willing to give the Committee the 10.89 acres under the Board's control. Bob stated that the Water Department was given that property for a reason and it may be needed sometime in the future by the department. He also questioned whether it was the Water Department's to give away. Bryan said that he has heard that placing a water storage tank on that site, whether now or in the future, would be too costly. Mark reiterated his point that he is not in favor of the water storage project and would like to see the hydro-pneumatic tanks replaced. Attorney Larkin explained the Article 97 procedure that would need to be followed in order for the Department to take over custody of some Town Forest property. It was mentioned that Water Department, no matter what project they chose, needs to present to the voters all the advantages of the project, that it meets certain criteria and is cost effective long term. After the discussion, Bob made the following motion; *move that the Board of Water Commissioners authorize the release of custody and control of 10.89 acres on Blanchard Hill formerly connected with the Sky Top Lane subdivision to be used in exchange for receipt of approximately 2 acres, more or less, of land presently part of the Town Forest on Groton Street, the exact area and delineation thereof to be determined, through an exchange arrangement with the Town Forest Committee which presently holds control of the Town Forest, all subject to all necessary votes of the Town and/or state action through the General Court and the office of the Governor of the Commonwealth; the purpose of this vote to facilitate the release of a portion of the Town Forest for the erection of a water storage tank for the use of the Town.* Mark 2nd the motion. . Motion passed unanimously. The Town Forest Committee will be notified.

Additional Topics Discussed Not Noted on the Agenda

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

Respectfully submitted,

Cheryl A. Mann, Secretary, Dunstable Water Department