



OFFICE OF THE
WATER DEPARTMENT
TOWN HALL, 511 MAIN STREET
DUNSTABLE, MA 01827-1313
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Water Department Minutes
Wednesday, May 24, 2016

Approved: June 28, 2016

Meeting was called to order by member Mark Cullen at 6:00pm.
Members present: Karl Huber and Scott Wilkins
Meeting held: At the Dunstable Town Hall, 511 Main Street, lower level

Chairman

Mark made a motion to nominate Karl Huber as Chairman of the Water Department for the next year. Scott 2nd the motion. . Motion passed unanimously.

Meeting Minutes of April 27, 2016

Mark made a motion to approve, as submitted, the minutes of the April 27th meeting. Scott 2nd the motion. . Motion passed with Karl abstaining from the vote.

Review and Sign Monthly Bills and Payroll

Payroll and invoices totaling \$632.12 were signed by the Board.

Review Breakdown of Finances for FY2016

The Board reviewed the fiscal year 2016 financial report.
The Board went over the budget numbers for fiscal year 2017 that were approved at the Annual Town Meeting on May 9th. The Secretary will give the Town Accountant the breakdown before the end of June.

Update on Money Owed to the Water Department

The spring water bills were mailed and are due in June.

Account #1023 . Interest of \$15.81. The Town Accountant informed the Secretary that the Town will not be paying the interest of \$15.81. The Water Department is under the Town as an Enterprise Fund, not a separate Water District therefore cannot charge the town interest. The Board agreed to remove the charge.

Account #1065 . The Secretary told members that she received a call from account #1065 which is one of the households that, if requested, may receive a small discount for letting their faucet drip during extremely cold winter days. They asked for a reduction in their water bill. The Board agreed to remove \$23.04.

Main Street Project Update

Karl reported that he attended the last Main Street Project meeting in order to insure



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that the Water Department is considered when making the repairs to the area on Main Street near the Cemetery. This is proposed to be a state funded project. Water mains in that area need to be replaced. The Department would like them considered when the engineering of the project takes place. Town Administrator Tracey Hutton is aware and will update the board when meetings are scheduled. Scott mentioned looking into the cost and longevity of HDPE pipe versus C900 pipe.

Master Plan Update

Karl attended a meeting a couple of weeks ago. A kickoff visionary meeting is scheduled for June 23rd in which members would like to collect data from residents. A post visionary meeting is scheduled for July 19th. The group is hoping to educate and gather information from residents for the Master Plan.

Discussion on Future Water Project

The Board discussed the three projects that they would like to focus on immediately which are the Master Plan, Main Street Repair Project and the replacement of the hydro-pneumatic tanks. Karl has been in touch with the two companies that Scott suggested to inquire about tanks. These companies supply product only. Engineering and installation would be additional. Replacing the tanks would eliminate the catastrophic failure of the hydro-pneumatic tanks but would not give the Town fire protection. All agreed that keeping residents informed along the way would help with getting the needed funded for the project.

Additional Topics Discussed Not Noted on the Agenda

Conservation Commission – Westford Street CR Application

The Secretary read a letter from the Commission requesting their support for a state LAND grant application to reimburse the Town 60% of the cost of the Town Meeting approved expense for a Conservation Restriction on 87 acres on Westford Street. The Board asked the Secretary to send a letter of support.

Mark made a motion to close the meeting at 7:15pm. Scott 2nd the motion. . Motion passed unanimously. The next meeting is scheduled for Tuesday, June 28th at 6:00pm.

Respectfully submitted,

Cheryl A. Mann
Secretary
Dunstable Water Department