



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, August 23, 2016

Approved: September 27, 2016

Meeting was called to order by Mark Cullen at 6:03pm.
Members present: Scott Wilkins and Karl Huber 6:05pm
Meeting held: At the Dunstable Town Hall, 511 Main Street, lower level

Meeting Minutes of July 26, 2016

Mark made a motion to approve, as submitted, the minutes of the July 26th meeting.
Scott 2nd the motion. Motion passed unanimously.

Review and Sign Monthly Bills and Payroll

Payroll and invoices totaling \$444.92 were signed by the Board.

Review Breakdown of Finances for FY2017

The Board reviewed the fiscal year 2017 financial report.

Update on Money Owed to the Water Department

Currently there is \$1,243.48 outstanding.

FM Generator Maintenance Agreement

The Secretary presented the annual FM Generator Maintenance agreement for review and signature. This yearly maintenance contract is effective September 1st and runs until the end of August 2017.

Meter Replacement Program

The Secretary presented the quote from Ti-Sales for the purchase of twenty-five (25) meters (\$3,384.01) and the estimate from Small Water Systems of \$78/operator/hour to replace the meters. It has been six years since the department replaced meters in bulk. Mark made a motion to purchase twenty-five (25) meters from Ti-Sales and have Small Water Systems do the replacement. Scott 2nd the motion. – Motion passed unanimously.

Injector Pump Update

Karl said that he would talk with David about calling Hayes Pump in Concord, MA to inquire about an injector pump.

Capital Improvement Program

The Board discussed the three main projects that need to be completed within the next



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five years.

- 1) Replacement of the Hydro-Pneumatic Tanks on Pond Street
- 2) Rehabilitate well #1 and updates to the wells to accommodate new tanks
- 3) Water Main replacement

The Board asked the Secretary to make sure the Capital Improvement Committee understands that all the financial numbers are subject to change depending upon the actual quotes that come in, and that these projects need the support and approval of the Board of Selectmen, Finance Committee and Town Administrator to determine how the expenses will be funded by the entire town.

Discussion on Future Water Project

Mark received a quote from Mead Tree & Landscape, LLC of \$3,450 to take selected trees down at the Pond Street Hydro-Pneumatic tanks and \$1,500 to take down four (4) Oaks and one (1) Pine near Well #1 and one (1) Pine on the roadway. In addition, we had previously received product cost of approximately \$60,000 for two new tanks. The Board asked the Secretary to arrange two meetings; one with Al Leblanc regarding offloading and installing the new tanks and Jon Tibbets (Mass Rural Water) to discuss the project and get his input. Scott will touch base with Barry Miller.

Additional Topics Discussed Not Noted on the Agenda

Mark made a motion to close the meeting at 7:03pm. Scott 2nd the motion. – Motion passed unanimously. The next meeting is scheduled for Tuesday, September 27th at 6:00pm at the Dunstable Town Hall.

Respectfully submitted,

Cheryl A. Mann
Secretary
Dunstable Water Department