



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**  
**Tuesday, November 22, 2016**

**Approved: December 19, 2016**

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

**Meeting Minutes of October 25, 2016**

Mark made a motion to approve, as submitted, the minutes of the October 25th meeting. Scott 2<sup>nd</sup> the motion. Motion passed unanimously.

**Review and Sign Monthly Bills and Payroll**

Payroll and invoices totaling \$1886.03 were signed by the Board.

Karl asked if we received any invoices from Mr. Simmons. The Secretary reported that Mr. Simmons sent in his water payment minus \$235 which was the cost of the plumber he hired. The Skilling & Sons invoice will be subtracted from the spring billing.

**Review Breakdown of Finances for FY2017**

The Board reviewed the fiscal year 2017 financial report.

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

Fall water payments are due by the end of the month. A late report will be submitted next month.

**December 27<sup>th</sup> Meeting**

Karl may not be at the December meeting and it was discussed that if there aren't agenda items scheduled, the meeting will be cancelled.

**David Tully's November Schedule**

David completed the hydrant flushing and meter readings in November.

**Master Plan Update**

Karl mentioned that the Master Plan Committee met last week. Surveys are due on the 25<sup>th</sup>. Most of the discussion is taking place around land development, zoning, affordable housing and bylaws. The next scheduled meeting is December 13<sup>th</sup>.

**Discussion on Future Water Project**

The Water Commissioners agreed that the most important projects going forward are



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replacing the hydropneumatic tanks and rehab of well#1. Karl said that Jon Tibbets from Mass Rural Water Association agreed with the Board that the tanks should be placed on Main Street since we are still having mixing issues with the KOH. It was asked if a flatbed carrying the two 7,500 gallon tanks would make it up to the site. Fire Chief Brian Rich said that he will take one of the fire trucks up the access road to see if a flatbed would make it. Trees will need to be trimmed and/or removed. Karl asked about adding a 20,000 gallon tank in the MUD District to help with storage, backup and recovery but Scott said that it wouldn't be a benefit at this time. Mark said that they should bring the Conservation Commission on board soon especially before trimming or cutting trees on the access road. The Board asked the Secretary to notify Dig Safe so they can see where the electrical lines are located. Since the department may be upgrading the pump during the rehab, the Board asked Chief Rich how many gallons per minute would be needed to fill tankers in case of a fire. He said at least 500 gallons per minute. It was decided that the next steps will include: notifying the Conservation Commission, calling Dig Safe and checking the access road to the pump station.

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

**Jon Tibbetts – Mass Rural Water Visit**

Karl said that a lot was accomplished during Jon Tibbetts visit. The fire hydrants were checked along with some of the mains for leaks. Jon reviewed the water project and discussed the beaver issue.

Mark made a motion to close the meeting at 6:50pm. Scott 2<sup>nd</sup> the motion. – Motion passed unanimously. The next meeting is tentatively scheduled for Tuesday, December 27th at 6:00pm at the Dunstable Town Hall.

Respectfully submitted,

Cheryl A. Mann  
Secretary  
Dunstable Water Department