



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**  
**Monday, May 23, 2017**

**Approved: July 11, 2017**

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

**Water Project Update**

Town Administrator Tracey Hutton and Advisory Board member Christine Muir were in attendance to discuss the water project engineering which was approved at the Annual Town Meeting/ballot. Tracey said that she was surprised to learn in an email she received earlier in the day from Jeff Faulkner (Tighe & Bond) that the project may not be ready to go out to bid for the fall 2017 Special Town Meeting. Mr. Faulkner also stated that: the new hydropneumatic tanks will not make hydraulic improvements to the water system, he feels it is important that the MUD project proceed as quickly as possible so the design of the water project can be coordinated with the MUD engineer/developer, he does not recommend fast tracking the design of the water project, and he suggests that the funds for construction shouldn't be appropriated until spring 2018 or later depending upon the MUD construction. With the Department of Environmental Protection Sanitary Survey report expected in the next couple of weeks, there is concern that the Dunstable Water Department may be in "noncompliance" with the state. Tracey expressed her frustration with Tighe and Bond saying that she would like to contact other engineering firms to discuss the project with them. Karl said that he sees Jeff Faulkner's point that the Town is asking Tighe and Bond to design and engineer to the unknown MUD project. Tracey said, and Scott agreed, that the project is not unknown since the RFP states how many units/bedrooms will be built. Resident Peter Gove asked about fire protection for the MUD project. Karl said that the developer will be installing a cistern for fire protection. He asked how the MUD district was chosen for the placement of the new hydropneumatic tanks. Karl explained that the town does not own land within the distribution system suitable to place the tanks and that by using town land we can avoid the additional cost to the town for land purchase. Peter told the Board that when presenting the project to the residents, it should be emphasized that the elementary school is on town water and if the tanks fail, the school would be without water for an undetermined amount of time. Carol Bacon said that residents need to understand that this is a "town owned system" and must be supported by the entire town. It's just like the Police and Fire Departments. Hopefully, you won't ever need them, but you still need to pay for them. After the discussion, the Board agreed to allow the Town Administrator to contact other engineering firms to discuss the project with them. The Board will plan on meeting the beginning of June.



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### **Meeting Minutes of April 25, 2017**

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

### **Review and Sign Monthly Bills and Payroll**

Payroll and invoices totaling \$7,019.29 were signed by the Board.

### **Review Breakdown of Finances for FY2017**

The Board reviewed the fiscal year 2017 financial report.

### **Update on Money Owed – Final Shut Off Notice**

The Administrative Assistant told members that the spring invoices had been sent out. They are due on June 12<sup>th</sup>. The Board discussed the two accounts that are in arrears and agreed that they would hold off until the new fiscal year to discuss shutting water off to the property.

### **Master Plan Update**

Karl missed the last meeting however Carol Bacon was in attendance and said that they discussed expanding the historical and cultural features of the town and updating zoning.

### **New Connection Information**

The Administrative Assistant told members that she contacted the Town of Pepperell Water Department as requested by the Board to inquire about the cost of a new connection (that already has the main running past the property). Their fees are: \$2,927 for a 1" line, \$325 approximate cost for the meter, \$68 inspection fee and \$180 tapping fee. The cost for trenching is an extra cost and is assumed by the homeowner. The Board decided they would like our connection fees broken out similar to Pepperell's.

Carol Bacon asked the Board about connecting to town water. She is located at the corner of Westford Street and Hillcrest Street. She said that her water is high in iron and is ruining her appliances. Unfortunately, the water line is too far to make it worthwhile for Ms. Bacon to connect unless she can get her neighbors to agree to split the cost.

### **Rate Study Information**

The Administrative Assistant handed out a rate study she completed with the towns of Westford, W. Groton, Dracut, Tyngsboro, Groton, Pepperell and Chelmsford. The Town



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Administrator is planning on conducting a rate study using towns in Massachusetts of similar size.

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

**Chairman/Vice Chairman**

Mark made a motion to elect Karl Huber as Chairman. Scott 2<sup>nd</sup> the motion. – Motion passed unanimously. Scott then made a motion to elect Mark Cullen as Vice Chairman. Karl 2<sup>nd</sup> the motion. – Motion passed unanimously.

**Peter Gove – Discussion on Road Project**

Peter brought up that the Main Street road project has picked up again and he wanted to remind the Board that they should be looking at replacing the 6” pipe with 12” main.

**Thank you!**

Mark asked that the Administrative Assistant thank the Advisory Board, Board of Selectmen and the Town Administrator for their continued support with the Water Project.

Scott made a motion to close the meeting at 7:24pm. Mark 2<sup>nd</sup> the motion. – Motion passed unanimously. The next meeting is scheduled for Tuesday, June 27, 2017 at 6:00pm at the Dunstable Town Hall.

Respectfully submitted,

Cheryl A. Mann  
Administrative Assistant  
Dunstable Water Department