



TOWNSEND WATER DEPARTMENT
540 Main Street West Townsend, Massachusetts 01474

Michael MacEachern, Chairman

Niles Busler, Vice-Chairman

Nathan Mattila, Clerk

Paul L. Rafuse,
Water Superintendent

(978) 597-2212
Fax (978) 597-5561

WATER COMMISSIONERS MEETING AGENDA

April 11, 2016 - 5:30P.M.

Water Department 540 Main Street, Meeting Room

I. PRELIMINARIES:

- 1.1 Call the meeting to order and announce meeting address.
- 1.2 Roll call.
- 1.3 Announce that the meeting is being tape recorded
- 1.4 Chairman's additions or deletions.
- 1.5 Review/ Approve meeting minutes of January 25, 2016 (DPW) and February 22, 2016 and March 14, 2016. (SF)
- 1.6 Review correspondence.

II. APPOINTMENTS:

- 2.1

III. MEETING BUSINESS:

- 3.1 Review Capital Improvement Plan and projects declared an emergency to be approved by Board of Selectmen
- 3.2 Discuss/Vote to amend our Rules and Regs to implement an additional charge to customers for failure to respond and allow access to their meter. And to charge for frozen service meter replacement to vacant properties that failed to winterize properly.
- 3.3 Discuss Mandatory Referral from Planning Board to enlarge ground mounted Solar Energy Overlay District
- 3.4 Discuss Mandatory Referral from Zoning Board of Appeals to install a ground mounted solar system at Pine Ridge Condo's on Fitchburg Rd.
- 3.5 Discuss Mandatory Referral from Zoning Board of Appeals for 40 Highland St. to reconstruct front porch one (1) foot closer to the road.
- 3.6 Discuss/ Approve Request for abatement acct#60420, 292 Main Street RE: 2 separate leaks
- 3.7 Request/approve refund acct # 60081A, Heather Hilton. 3 Scott road, \$37.50 RE: Overpayment on final bill.

IV. COMMISSIONERS UPDATES AND REPORTS.

- 4.1

V. WATER SUPERINTENDENTS UPDATES AND REPORTS.

- 5.1 Update on Proposed projects:
 - Witch's Brook Well # 1
 - Highland St. storage tank
 - Fitchburg Rd. tank
 - Cross St. Well
- 5.2 Acquiring our own legal counsel.

5.3 Water Restriction By-Law Change

5.4 DPW Screening Committee Request a follow up meeting with the Water Commissioners May 9, 2016 @
6:00 PM

VI. OFFICE UPDATES AND REPORTS.

6.1 Review and Sign Bills Payable Warrants.

6.2 Review payroll.

6.3 Review and sign March Schedule of Bills Receivable report (SF)

6.4 Review March Accounts Receivable report.

6.5 Review March Appropriation balance report.

**** (SF) signature folder**

VII. ADJOURNMENT: