



**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

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**WATER COMMISSIONERS MEETING AGENDA**

May 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 April 11, 2016. (SF)
- 1.6 Review correspondence.

**II. APPOINTMENTS:**

- 2.1 Meeting with the DPW committee.

**III. MEETING BUSINESS:**

- 3.1 Reorganize the Board
- 3.2 Review/Discuss Articles acted upon at Town Meeting.
- 3.3 Close out several Water and Special Projects accounts and transfer remaining balances into System Enhancements. See recommended motion attached. (Votes may be taken)
- 3.4 Amend Rules and Reg's to include new Water Restriction By-Law approved at 5/3/2016 Town Meeting. (Votes may be taken)
- 3.5 Review/Discuss Highland St. storage tank improvements project. (votes may be taken)
- 3.6 Review/Discuss Proposal for repairs and upgrades on the Fitchburg Rd. tank. (Votes may be taken)
- 3.7 Review/Discuss revised proposal for test well installation at Cross St. station. (Votes may be taken)
- 3.8 Request to purchase disinfectant booster system from Medora. (Votes May be taken)
- 3.9 Refund to acct#60791, \$350.00 , Townsend Fire Department, 13 Elm Street RE: Overpaid
- 3.10 Refund to acct#60918, 150.00, 224 Main Street, RE: Has been charged for 3 unit charges and only has two.
- 3.11 Adjust acct# 1790, 30 Ash Street, \$4.93 RE: EZ Bill transfer error ( see Email)

**IV. COMMISSIONERS UPDATES AND REPORTS.**

4.1

**V. WATER SUPERINTENDENTS UPDATES AND REPORTS.**

5.1

**VI. OFFICE UPDATES AND REPORTS.**

- 6.1 Review and Sign Bills Payable Warrants.
- 6.2 Review payroll.
- 6.3 Review and sign April Schedule of Bills Receivable report (SF)
- 6.4 Review April Accounts Receivable report.
- 6.5 Review April Appropriation balance report.

\*\* (SF) signature folder

**VII. ADJOURNMENT:**