



TOWNSEND WATER DEPARTMENT
540 Main Street West Townsend, Massachusetts 01474

Michael MacEachern, Chairman

Nathan Mattila, Vice-Chairman

Lance Lewand, Clerk

Paul L. Rafuse,
Water Superintendent

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WATER COMMISSIONERS MEETING AGENDA
September 12, 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 July 18, 2016 & August 8, 2016 (SF)
- 1.6 Review correspondence.

II. APPOINTMENTS:

- 2.1 5:45 PM- Gary Amadon, Wheeler Road. RE: discuss supplying water to Wheeler Road.
- 2.2 6:00 PM-Don Vaillancourt, 2 Pearlbrook Road RE: discuss water service to Pearl brook Road.

III. MEETING BUSINESS:

- 3.1 Review results of bid for Witch's Brook Project.
- 3.2 Review and discuss proposed draft bid for Fitchburg Rd. Tank exterior paint project.
- 3.3 Review resident previous request for a Dog Park at Timberlee Park.
- 3.4 Discuss adding an article to Fall Town Meeting to accept M.G.L. Chap. 61 - 69 to allow the Water Department to enter into contracts for storage tank maintenance and improvements.
- 3.5 Discuss/Vote on proposed change to billing process for seasonal accounts.
- 3.6 Abate/adjust Acct # 60967, 21 South Street. \$8.61 RE: Late Charges applied in error (SF)
- 3.7 Abate Acct 4690A, 10 Virgo Lane, and \$1.71 RE: Late charge added to final bill in error. (SF)
- 3.8 Vote to amend prior vote to carry forward balances on special accounts.

IV. COMMISSIONERS UPDATES AND REPORTS.

4.1

V. WATER SUPERINTENDENTS UPDATES AND REPORTS.

- 5.1 Superintendent will be on vacation October 3, 2016 - October 7, 2016

VI. OFFICE UPDATES AND REPORTS.

- 6.1 Review and Sign Bills Payable Warrants.
- 6.3 Review and sign Schedule of Bills Receivable report (SF)
- 6.4 Review Accounts Receivable report.

** (SF) signature folder

VII. ADJOURNMENT: