



**TOWNSEND WATER DEPARTMENT**  
540 Main Street West Townsend, Massachusetts 01474

Michael MacEachern, Chairman  
Paul L. Rafuse,  
Water Superintendent

Nathan Mattila, Vice-Chairman

Lance Lewand, Clerk  
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**WATER COMMISSIONERS MEETING AGENDA**  
March 17, 2017 - 4:30 P.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 February 13, 2017. November 10, 2016 (SF)
- 1.6 Review correspondence.

**II. APPOINTMENTS:**

**III. MEETING BUSINESS:**

- 3.1 Discuss solutions to remedy the water issues at 537 Main Street.
- 3.2 Approval of the Board to start the hiring process for a full time water tech and a part time office assistant.
- 3.3 Discuss Contract for the Fitchburg Road Tank Rehabilitation Project.
- 3.4 Adjust various accounts totaling \$ 35.46 Late Charges. RE: Treasures office misplaced some January payments that TWD received after late charges were applied. (SF)
- 3.5 Approve 1" service, John Harrison, 87A Brookline Road, Acct#61718 RE: Received \$2,000 fee, Chk#123
- 3.6 Approve 1" service, Gary Amadon, 5 Wheeler Road, Acct#61719 RE: Received \$2,000 fee, Chk# 2283

**IV. COMMISSIONERS UPDATES AND REPORTS.**

- 4.1 Status of Ice Pigging project on 8" Main west of Main St Pump Station to end of line.

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

- 5.1 Status of Red Flag Complaint regarding scrap meters.
- 5.2 Main St. Station 50HP Pump
- 5.3 Present board with revised draft budget for review.
- 5.4 Discuss/Review/Approve Proposal for the Replacement of the CUE Drive or Control Panel to the booster pumps at the West Meadow Rd. Booster Station.

**VI. OFFICE UPDATES AND REPORTS.**

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

**\*\* (SF) signature folder**

**VII. ADJOURNMENT:**