



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

Nathan Mattila, Chairman  
Paul L. Rafuse,  
Water Superintendent

Lance Lewand, Vice-Chairman

Michael MacEachern, Clerk  
(978) 597-2212  
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**WATER COMMISSIONERS MEETING AGENDA**  
June 12, 2017 - 5:30 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 Approve Minutes of April 10, 2017 and May 8, 2017.
- 1.6 Review correspondence.

**II. APPOINTMENTS:**

- 2.1

**III. MEETING BUSINESS:**

- 3.1 Discuss/Vote of the Board to approve an additional Personal day beginning FY17 and an additional 2½% increase beginning July 1, 2017 (FY18) for Paul Rafuse.
- 3.2 Sign Payment Request #1 For Fitchburg Rd. Tank Rehabilitation Project.
- 3.3 Discuss progress of Water Department's autonomy to operate as a separate entity as a result of the May 9<sup>th</sup>, 2017 Town Meeting vote.
- 3.4 Refund Kathy Marcotte, former address 85 South Harbor Road, \$61.50, RE: Overpaid final bill
- 3.5 Refund Bruce Johnson, former address 12 Depot Street, \$37.50 RE: Overpaid final bill.
- 3.6 Adjust Acct#4210, 6 Hickory, \$1.01 late charge applied in error RE: Century Bank credited wrong account.
- 3.7 Approve 1" service , 31 Adams Road, Acct# 61721, Appl#2017-5 Recvd \$2000.00

**IV. COMMISSIONERS UPDATES AND REPORTS.**

- 4.1

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

- 5.1 Report on progress of pump replacement project at Main St. 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:**