



TOWNSEND WATER DEPARTMENT
540 Main Street West Townsend, Massachusetts 01474

Nathan Mattila, Chairman

Lance Lewand, Vice-Chairman

Michael MacEachern, Clerk

Paul L. Rafuse,

(978) 597-2212

Water Superintendent

Fax (978) 597-5561

WATER COMMISSIONERS MEETING AGENDA

August 14, 2017 - 4:00 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 audio recorded.
- 1.4 Chairman's additions or deletions.
- 1.5 Review correspondence.

II. APPOINTMENTS:

III. MEETING BUSINESS:

- 3.1 Discuss/Review/ Letter to move forward with the hiring of new staff.
- 3.2 Discuss waiving fees for public records requests.
- 3.3 Discuss contact information on website.

IV. COMMISSIONERS UPDATES AND REPORT:

V. WATER SUPERINTENDENTS UPDATES AND REPORTS:

VI. OFFICE UPDATES AND REPORTS:

- 6.1 Review and Sign Bills Payable Warrants.

VII. ADJOURNMENT: