



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
(978) 597-2212
Fax (978) 597-5561

WATER COMMISSIONERS MEETING MINUTES
October 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. MM called the meeting to order at 5:34p.m., at 540 Main Street.
- 1.2 Roll call. Members Present: Michael MacEachern (MM), Chairman, Nathan Mattila (NM), Vice-Chairman and Lance Lewand (LL), clerk Guests Present: Gary Amadon, Wheeler Road, Paul Rafuse and Brenda Boudreau.
- 1.3 Announce that the meeting is being tape recorded. **MM announced that the meeting was being tape recorded.**
- 1.4 Chairman's additions or deletions. Service Application for 9 & 10 Harbor Trace Road were added by the Chair due to a request from the builder after the agenda had been posted. MM asked if anyone had spoken to the contractor about the meter pit. **NM made a motion to approve the 1" service for both 9 & 10 Harbor Trace, provided that Paul check with legal to be sure it added to the Chairman's addition correctly. LL seconded. Unanimous vote.**
- 1.5 Review/Approve meeting minutes of September 12, 2016. Nm made a motion to approve the minute of September 12, 2016. MM seconded due to LL absence on September 12, 2016. Unanimous vote.
- 1.6 Review correspondence. None

II. APPOINTMENTS:

- 2.1 5:45 PM- Gary Amadon, Wheeler Road. RE: discuss supplying water to Wheeler Road. Paul reported that he checked with the Fire Department and Board of Health and neither saw any problems with Gary installing a water line on his property. However DEP does specify that the service must maintain 20lbs of pressure. Paul also cautions the board that by granting this variance future services would need to be approve on a case by case basis and that the pressure is very close to the DEP guidelines. Gary will take full responsibility if in the future the service cannot maintain the pressure needed. If the Board approves Paul will have legal draw up paperwork absolving the Water Department. **LL made a motion to supply water to 5 Wheeler Road pending an agreement drafted by town counsel between Gary Amadon and Townsend Water Department. NM seconded. Unanimous vote.**

III. MEETING BUSINESS:

- 3.1 Execute contract for Witch's Brook project. The Board signed all four copies of the contract provided and the BOS will sign at their scheduled meeting tonight.

IV. COMMISSIONERS UPDATES AND REPORTS.

4.1

V. WATER SUPERINTENDENTS UPDATES AND REPORTS.

- 5.1 Paul reported that Millers Paving will be permanently patching several areas we have previously excavated over the summer on October 20th.

5.2 Paul reported that he had been informed by the Chair of the Board of Selectmen. Beginning in October monthly mandatory Department meetings will be held and Quarterly training sessions of various topics will be held mandatory for Dept. Heads, but available for all employees and board, committee, and commission members.

5.3 Paul reported that Main St. Station was offline due to damages caused by a broken pipe that flooded the station. A claim has been filed with our insurance company.

VI. OFFICE UPDATES AND REPORTS.

6.1 Review and Sign Bills Payable Warrants.

6.3 Review and sign Schedule of Bills Receivable report.

6.4 Review Accounts Receivable report.

VII. ADJOURNMENT:

NM made a motion to review office updates and sign reports and bill payable warrants out of session. LL seconded. Unanimous vote.

MM adjourned the meeting at 6:22 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Brenda Boudreau", with a stylized flourish at the end.

Brenda Boudreau, Office Administrator

WATER DEPARTMENT MEETING

DATE: October 11, 2016

NAME	ADDRESS	PH/EMAIL
Gary Amador	5 Wheeler Rd.	gamador@comcast.net

From: Gregg J. Corbo <GCorbo@k-plaw.com>
Sent: Monday, September 19, 2016 10:29 AM
To: 'prafuse@townsend.ma.us'
Cc: 'James Kreidler' (jkreidler@townsend.ma.us); Lauren F. Goldberg
Subject: FW: Request For Legal Services
Attachments: 160811-Request For Legal Services.pdf; ATT00001.htm; _Certification_.htm

Dear Paul:

I am writing to follow-up on our telephone conversation regarding the authority of the Water Commissioners to extend the Town's water-line to a residence that is near the elevation limit of the system's ability to provide adequate water pressure. As we discussed, it is my opinion that the Water Commissioners have the authority to grant a variance from the provisions of its regulations which may otherwise prohibit this service extension. See, Townsend Water Department Rules, Regulations and Rates, Section 15 (Deviation from Rules and Regulations). It is my understanding, however, that the Commissioners have not previously granted any such variances. Although the lack of a past practice in this regard does not, in my opinion, prevent the Commissioners from granting variances going forward, I caution you that the Commissioners' position in this matter may establish a precedent with respect to future applications. Although variance applications must be decided on a case-by-case basis and no one has a right to a variance, as a general rule, similarly situated applicants must be given equal treatment unless there is a rational basis for treating them differently. Therefore, should the Commissioners decide the grant a variance in this case, I recommend that any unique circumstances be documented so that requests received in the future can be distinguished.

In this matter, it is my understanding that the property at issue is near the elevation limit of the system's ability to provide adequate water pressure and that the Water Department may not be able to provide the minimum pressure required by DEP regulations at all times. Therefore, as we discussed, I recommend that you discuss this matter with DEP, the Fire Department and the Board of Health to ensure that all other regulatory requirements can be met if this connection is allowed. If, after consulting with such officials, the Water Commissioners decide that they are inclined to grant permission for the connection, I will be happy to assist you in preparing and negotiating a connection agreement that is sufficiently protective of the Town's interest in being shielded from liability as a result of the low pressure situation created by the connection. In the meantime, please do not hesitate to contact me if you have any questions or if you would like to discuss this matter further.

Very truly yours,

Gregg J. Corbo

Kopelman and Paige is now **KP | LAW**

Gregg J. Corbo, Esq.
KP | LAW
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Boston, MA 02110
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From: Jim Kreidler [mailto:jkreidler@townsend.ma.us]
Sent: Thursday, September 08, 2016 2:29 PM

From: Mark Boynton <mboynton@townsendpd.org>
Sent: Monday, September 19, 2016 1:46 PM
To: Paul Rafuse; Carla Walter
Cc: James Kreidler; Michael P. Grimley
Subject: RE: Providing Water Service To Low Pressure Areas

Paul

To the best of my knowledge there are no fire code requirements related to residential domestic water as long as the water is not being used to supply a sprinkler system? If the service will be supplying a residential sprinkler system or have a negative effect on sprinkler system or hydrants in the area I see no issues.

Mark

From: Paul Rafuse [mailto:prafuse@townsend.ma.us]
Sent: Monday, September 19, 2016 1:20 PM
To: Mark Boynton <mboynton@townsendpd.org>; Carla Walter <cwalter@townsend.ma.us>
Cc: James Kreidler <jkreidler@townsend.ma.us>
Subject: Providing Water Service To Low Pressure Areas

Good Morning,

Recently a resident came before the Board of Water Commissioners (BOWC) inquiring about water service. Due to the location of the residence and the proposed water service there were a couple issues the BOWC needed to consider. 1. that the service did not meet the requirements of our Rules & Reg's that a water main needs to abut the property that is to receive water service. 2. According to a distribution system analysis performed by our engineers this property is very close to the hydraulic limitations of the distribution system in terms of pressure that is required by the state (MassDEP).

In consideration of the first issue, it is the board's prerogative to deviate from the Rules & Regs. and take each matter on a case by case basis to approve or not. Secondly, In the BOWC's willingness to assist residents if at all possible it is from a liability perspective concerning that, due to the elevation, we may not be able to meet state supply pressure requirements. Because the resident expressed his willingness to assume all responsibility with the installation of the service and the pressure issue in order to receive public water supply it is for this reason we made the request for a legal opinion in this matter and have Town Counsel prepare an agreement between the Water Department/Town and the resident holding the Water Department/Town harmless of any liability as a result of the approval and installation of the service.

In a conversation and email correspondence Town Counsel has recommended discussing the matter with the DEP, Fire Department and, Board of Health to ensure all regulatory requirements have been met and we would like to get any comments and concerns you may have as well. I have spoken with Bob Bostwick from the DEP and his position was to refer to our current system analysis and update it if need be which we are in the process of and if we decide to allow the service that we consult with Town Counsel to prepare an agreement with language that prevents any liability to the Town or the Water Department. Therefore, per Town Counsels recommendation could you provide me with any concerns, comments or, regulatory conflicts within your Department you may have regarding this matter.

Thank you for your anticipated cooperation in this matter.

Paul Rafuse

Paul Rafuse
Superintendent
Townsend Water Department
540 Main St.
West Townsend, MA 01474

2/

Paul Rafuse

From: Carla Hitzenbuhler <chitzenbuhler@townsend.ma.us>
Sent: Tuesday, September 27, 2016 1:54 PM
To: prafuse@townsend.ma.us
Subject: Low Pressure area and water service

Hi Paul,

The Board discussed your request for their thoughts on the above noted matter. They specifically discussed CMR 105.410.180 Potable water. They did not feel they had enough information to give a more detailed answer other than DEP is the regulatory authority for public water supplies and that was the only regulation that was applicable based on the information provided.

Please let me know if you have any other questions. Thanks for your support.

Best,
Carla

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No virus found in this message.
Checked by AVG - www.avg.com
Version: 2016.0.7797 / Virus Database: 4656/13096 - Release Date: 09/27/16

- 8. Temporary Piping- In the process of maintaining water mains, temporary piping is sometimes necessary. When used, temporary piping shall not be of materials that will compromise water quality. The public water system is responsible for the design and specifications of temporary piping that meets these minimum standards:
 - a. The pipe materials shall conform to the same standards as permanent piping.
 - b. The provision of temporary bypass piping must be made in a reliable and sanitary manner such that impurities are not imparted to the water.
 - c. The pipe and/or hose must be designated or certified for potable/residential water use and must meet NSF Standard 61 certification and or AWWA standards.
 - d. Disinfection of temporary pipes and hoses must be performed in accordance with AWWA standards.
 - e. The recommended pipe materials are as follows:
 - (1) Ductile iron pipe
 - (2) Steel pipe
 - (3) Plastic pipe:
 - (a) Polyvinyl chloride (PVC) pressure pipe
 - (b) Standard polyethylene (PE) pressure pipe and tubing, ½ inch (13 mm) through 3 inches (76 mm)
 - (c) Standard polyethylene–aluminum–polyethylene & cross linked polyethylene–aluminum
 - (d) Molecularly oriented polyvinyl chloride (PVCO) pressure pipe, 4 inches through 12 inches
 - (e) Others as approved in writing by MassDEP

9.3 System Design

The normal working pressure in the distribution system should be approximately 60 – 80 psi and not less than 35 psi.

2.1

1. Pressure - All water mains, including those not designed to provide fire protection, shall be sized after a hydraulic analysis based on flow demands and pressure requirements. All service connections shall have a minimum residual water pressure at street level of at least 20 pounds per square inch under all design conditions of flow.
2. Diameter with fire protection - The minimum size of water main for providing fire protection and serving fire hydrants shall be 8-inch diameter. Larger size mains should be provided if necessary to allow the withdrawal of the required fire flow while maintaining the minimum residual pressure specified above. Any departure from minimum requirements shall be justified by hydraulic analysis and future water use, and can be considered only in special circumstances.
3. Diameter with no fire protection - The minimum size of water main in the distribution system where fire protection is not to be provided should be a minimum of three (3) inch diameter. Any departure from minimum requirements shall be justified by hydraulic analysis and future water use, and can be considered only in special circumstances.
4. Fire Protection - When fire protection is to be provided, the system should be designed so that fire flows and facilities meet the requirements of the National Fire Protection Association (NFPA), Insurance Services Office, Inc. (ISO) or other similar agency on fire flows required or recommended in the service area involved.
5. Hydrants - Water mains not designed to carry fire-flows shall not have fire hydrants connected to them.
6. Dead Ends - Dead ends shall be minimized by looping of all mains whenever practical. Dead ends shall be equipped with a means to provide adequate flushing which will give a velocity of at least 2.5 feet per second in the water main being flushed.
7. Flushing - Where dead-end mains occur, they shall be provided with a fire hydrant if flow and pressure are sufficient or with an approved flushing hydrant or blow-off for flushing purposes. It is recommended that all water quality problem areas in the distribution systems be flushed at least twice each year. No flushing device shall be directly connected to any sewer.
8. Water Main Disinfection – New water mains and water mains that have been removed from service for repairs or maintenance or that continue to show the presence of coliform organisms shall be disinfected in accordance with latest AWWA standard C-651 *Disinfecting Water Mains*.

REQUEST FOR WATER SERVICE AT 5 WHEELER ROAD, WEST TOWNSEND, MA



Note: Maximum elevation of service area is 423 feet.

-  8" Water Main
-  Hydrant (gated)
-  Line Gate

TOWN OF TOWNSEND
WATER DEPARTMENT
BID RESULT

BID FOR: WITCH'S BROOK WELL 1 ELECTRICAL REHABILITATION

DATE & TIME OPENED: FRIDAY SEPTEMBER 9, 2016, 2 P.M.

BIDDER NAME	BID SIGNATURE	BID BOND	DCAM	TOTAL BASE BID	RANK
Fall River Electrical Assoc. Fall River, MA	X	X	X	\$66,199	5
Brite Lite Electrical Co., Inc. Weymouth, MA	X	X	X	\$53,795	3
Ewing Electrical Co., Inc. Deerfield, NH	X	X	X	\$52,500	2
Lafleur Electrical Contractors Auburn, MA	X	X	X	\$45,400	1
Dagle Elec. Construction Corp. Melrose, MA	X	X	X	\$56,868	4



6.3

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

(978) 597-2212
Fax (978) 597-5611

NO. 17-3

9/30/2016

SCHEDULE OF BILLS RECEIVABLE

To the Accountant:
Treasurer:

The following bills, amounting in the aggregate to

FOUR THOUSAND THREE HUNDRED THIRTY-ONE AND 28/100***** Dollars


are herewith committed for collection.

<u>DATE</u>	<u>USER CHARGES</u>	<u>SERVICE CHARGES</u>	<u>CONN CHARGES</u>	<u>BACK FLOW</u>	<u>LATE CHARGES</u>	<u>TOTAL</u>
09/30/16	262.50	325.00	2,000.00	0.00	1,743.78	\$ 4,331.28

BOARD OF WATER COMMISSIONERS


Michael MacEachern, Chairman


Nathan Mattila, Vice-Chairman


Lance Lewand, Clerk

FISCAL YEAR 17 SUMMARY
TOWNSEND WATER DEPARTMENT - ACCOUNTS RECEIVABLE
 September 30, 2016

UNCOLLECTED FROM JUNE 30, 2016

97,852.71

CHARGED 07/01/16- 09/30/16

	9/30/2016	Previous Balance	Total
USER CHARGES	262.50	246,628.50	246,891.00
SERVICE CHARGES	325.00	7,626.51	7,951.51
CONNECTION CHARGES	2,000.00	2,000.00	4,000.00
LATE CHARGES	1,743.78	4,093.97	5,837.75
BACKFLOW	0.00	0.00	0.00
SUBTOTAL	4,331.28		
TOTAL CHARGES			264,680.26

264,680.26
362,532.97

RECEIVED 07/01/16 09/30/16

	9/30/2016		
USER CHARGES	9,842.10	212,700.40	222,542.50
SERVICE CHARGES	2,512.78	6,278.79	8,791.57
CONNECTION CHARGES	0.00	2,000.00	2,000.00
LATE CHARGES	1,099.56	2,337.39	3,436.95
BACKFLOW	0.00	287.00	287.00
SUBTOTAL	13,454.44		
TOTAL RECEIPTS			237,058.02

237,058.02

SENT TO LIEN

0.00

LIENS COLLECTED

0.00

ABATEMENTS

-186.25

ADJUSTMENTS

-423.97

UNCOLLECTED

126,085.17

362,532.97

OUTSTANDING:

USER CHARGES	\$ 110,183.38
SERVICE CHARGES	1,730.29
CONNECTION CHARGES	2,000.00
LATE CHARGES	11,828.96
BACKFLOW	342.54
TOTAL OUTSTANDING	\$ 126,085.17