



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
Fax (978) 597-5561

WATER COMMISSIONERS MEETING MINUTES
August 14, 2017 - 4:00 P.M.
Water Department 540 Main Street, Meeting Room

I. PRELIMINARIES:

- 1.1 Chairman called the meeting to order at 4:00 P.M. at the Townsend Water Department, 540 Main Street.
- 1.2 Roll call **vote showed Nathan Mattila (NM), Lance Lewand (LL), and Michael MacEachern (MM) present.**
- 1.3 Chairman announced that the meeting is being audio recorded.
- 1.4 Chairman's additions or deletions. None.
- 1.5 Review correspondence. None.

II. APPOINTMENTS:

III. MEETING BUSINESS:

- 3.1 Discuss/Review/ Letter to move forward with the hiring of new staff. The board reviewed and approved the letter to the Town Administrator and the BOS requesting the hiring of additional staff. **LL moved to approve the letter and have the Chairman sign on behalf of the BOWC. MM seconded. Unanimous.**
- 3.2 Discuss waiving fees for public records requests. The Board decided that all requests would be charged the standard rate of .05 per page and an hourly rate that equals the pay rate of the lowest paid employee.
- 3.3 Discuss contact information on website. The Board discussed what information they wish to share on the town's website. NM and LL will create and submit an email so that the customers can reach them directly and MM will use the water@townsend.ma.us email and the department will print his emails for him.

IV. COMMISSIONERS UPDATES AND REPORT: None

V. WATER SUPERINTENDENTS UPDATES AND REPORTS:

5.1 Paul reported that he had contacted the contractor who is working on the Coppersmith development and he shared with Paul some information regarding the construction of a new bridge at the Main Street station. Paul presented the board some information on Con-Span bridge system which should cost considerably less than what was quoted (even though we would have to pay prevailing wage). The project would take two to three days to complete. The Board asked Paul to contact Contech Engineering Solutions for more information and to notify the Townsend Conservation agent and the Massachusetts Natural Heritage and Endangered Species Program (A Division of Fisheries and Wildlife).

VI. OFFICE UPDATES AND REPORTS:

MM moved to sign and review the bill payable warrants out of session. LL seconded. Unanimous.

6.1 Review and Sign Bills Payable Warrants.

VII. ADJOURNMENT:

NM moved to adjourn at 4:22 P.M. LL seconded. Unanimous.

Respectfully Submitted,

Brenda Boudreau



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August 14, 2017

James Kreidler, Town Administrator
Board of Selectmen
Memorial Hall
272 Main Street
Townsend, MA 01469

Re: Hiring Additional Staff

Dear Members Of The Board Of Selectmen,

In accordance with the Annual Town Meeting vote in May of this year, the Town approved the Water Department's budget that included funding the positions of a part-time office assistant and an additional Water Technician. At the August 7, 2017 Board of Water Commissioners meeting the board discussed the need for these additional positions and intends on advertising to fill them immediately.

If the Board of Selectmen have any questions or concerns with respect to the Water Commissioners decision please email the Superintendent at prafuse@townsend.ma.us.

Thank you and we appreciate your anticipated cooperation in this matter.

Sincerely,

Nathan Mattila
Chairman, Board of Water Commissioners
Townsend Water Department

Aug. 7, 2017

Townsend Records Supervisor
272 Main St.
Townsend, MA 01469

To whom it may concern,

Under the Massachusetts General Law chapter 66, section 10, The Sun requests requests you provide copies of any and all correspondence between Board of Selectmen members and office employees, including Town Administrator James Kreidler, and employees and representatives of the Water Department, including Superintendent Paul Rafuse and the Board of Water Commissioners.

I am a reporter with The Sun and I am seeking these records for the purpose of gathering news. Therefore, I request a waiver of any fees associated with this request. However, please inform me prior to filing the request if there will be any fees with an itemized list of how the cost will be incurred.

Under recent changes to the public records law, you have 10 days to provide the document. If there is any cost involved, or should you have any questions, please contact me at clisinski@lowellsun.com or (978) 970-4776.

Thank you for your time.

Sincerely,
Chris Lisinski
Reporter, The Sun

The screenshot shows the website for CONTECH ENGINEERED SOLUTIONS. The navigation menu includes: PRODUCTS, MARKETS, START A PROJECT, KNOWLEDGE CENTER, and COMPANY. The main content area features a large image of a bridge over a river. Below the image is the heading "CON/SPAN® Bridge Systems – B-Series". A search box is present with the text "What is your area of interest? Select an Area of Interest" and a "SEARCH NOW" button. At the bottom, there are four call-to-action buttons: "ONLINE DESIGN TOOLS (DVO)", "RESOURCE TOOLS", and "START A PROJECT". The browser's address bar shows "www.contech.com" and the system tray at the bottom indicates the time is 3:26 PM on 8/14/2017.

CONTECH®

ENGINEERED SOLUTIONS

- PRODUCTS
- MARKETS
- START A PROJECT
- KNOWLEDGE CENTER
- COMPANY



CON/SPAN® Bridge Systems – B-Series

Accelerated Bridge Construction World-Leading Precast Modular Girder CON/SPAN's innovative economic design spans apart from any other system. Its distinctive arch action utilizes fast, self-in-place construction and your design and installation is backed by extensive technical support.

ONLINE DESIGN TOOLS (DVO)

RESOURCE TOOLS

START A PROJECT

FIND YOUR LOCAL CONTACT

What is your area of interest?
 Select an Area of Interest

Enter your zip below

SEARCH NOW