



TOWNSEND WATER DEPARTMENT
540 Main Street West Townsend, Massachusetts 01474

Lance Lewand, Chairman
Paul L. Rafuse,
Water Superintendent

Michael MacEachern, Vice-Chairman

Nathan Mattila, Clerk
(978) 597-2212

Email: water@townsend.ma.us

WATER COMMISSIONERS MEETING MINUTES

March 12, 2019 – 5:00 P.M.

Water Department 540 Main Street, Meeting Room

I. PRELIMINARIES:

- 1.1 LL called the meeting to order at 5:05 P.M., 540 Main Street.
- 1.2 Roll call **showed members present: Chairman, Lance Lewand (LL), Vice-Chair, Michael MacEachern, (MM) and Clerk, Nathan Mattila (NM).**
- 1.3 LL announced that the meeting is being audio recorded.
- 1.4 Chairman's additions or deletions. None.
- 1.5 Approve meeting minutes of February 19, 2019. **NM moved to approve the meeting minutes of February 19, 2019. MM seconded. Unanimous vote.**
- 1.6 Review correspondence. None.

II. APPOINTMENTS:

- 2.1

III. MEETING BUSINESS:

- 3.1 Discuss/Vote an amount from the enterprise account to pay down the Bond Anticipation Note (BAN) for the Main Replacement Project on Main Street in West Townsend. **NM moved to transfer \$10,000.00 from free cash to pay down the BAN. MM seconded. Unanimous vote.**
- 3.2 Approve Abatement to acct#61251, 8 Proctor Road. \$737.32 RE: Meter Pit correction. After much discussion **NM moved to abate \$737.32. NM Aye, MM Nay and LL Aye. Vote passed 2-1.**

IV. COMMISSIONERS UPDATES AND REPORT:

- 4.1 LL would like to reach out to the BOS and try to build a better relationship once the new member is elected. LL also will suggest a meeting with town counsel to try and resolve other issues as well.

V. WATER SUPERINTENDENT'S UPDATES AND REPORTS:

- 5.1 Update on Meadow Road water main replacement. Paul reported that the contract has been sent to town counsel for review.
- 5.2 Update on water main replacement project on Main St. West Townsend. Paul reported that the contract has been sent to town counsel for review.
- 5.3 Backhoe repairs. Paul reported that he had Schmidt come and replace the hydraulic line that was leaking. It was reported that all the lines were leaking and the cost would be significant to replace.

VI. OFFICE ADMINISTRATOR'S UPDATES AND REPORTS:

- 6.1 The Board schedule next BOWC meeting for April 2, 2019 at 5:00 P.M.
- 6.2 The Board reviewed and signed Bills Payable Warrants.
- 6.3 The Board reviewed and signed Schedule of Bills Receivable report.
- 6.4 The Board reviewed Accounts Receivable report.

ADJOURNMENT:

NM moved to review reports and sign bill payable warrants out of session. MM seconded. Unanimous vote.

LL adjourned the BOWC meeting at 5:52 P.M.

Respectfully submitted,

Brenda Boudreau,

Office Administrator