1.5

TOWNSEND WATER DEPARTMENT

540 Main Street West Townsend, Massachusetts 01474

Todd Melanson, *Chairman* Nathan Mattila, *Vice-Chairman* , *Clerk*

David Vigeant, Superintendent (978) 597-2212 *water@townsendwater.org*

WATER COMMISSIONERS MEETING MINUTES

November 20, 2023 – 7:00 P.M.

Water Department 540 Main Street, Meeting Room

On March 29, 2023, Governor Healey signed into law a supplemental budget bill which, among other things, extends the temporary provisions pertaining to the Open Meeting Law to March 31, 2025. Specifically, this further extension allows public bodies to continue holding meetings remotely without a quorum of the public body physically present at a meeting location, and to provide "adequate, alternative" access to remote meetings. The language does not make any substantive changes to the Open Meeting Law other than extending the expiration date of the temporary provisions regarding remote meetings from March 31, 2023, to March 31, 2025.

Join Zoom Meeting

https://us06web.zoom.us/j/84291423744?pwd=08VHiFLv6dd1La4h6wciBMGYcuEby7.1

Meeting ID: 842 9142 3744 Passcode: 407741 Log on *Monday, November 20, 2023, at 7:00 P.M.* to participate.

I. PRELIMINARIES:

1.1 TM called the meeting to order at 7:10 P.M. and announced the meeting is being held by Zoom.

1.2 TM announced TCAM is recording the meeting and will upload it to YouTube for viewing.

1.3 Roll Call showed members present: Todd Melanson (TM)-Chairman and Nathan Mattila (NM)-Vice Chairman. Roll call showed citizens present: David Vigeant (DV)-Water Superintendent.

1.4 Chairman's additions or deletions. None.

1.5 Approve Meeting Minutes of September 18, 2023. **NM motioned to approve the meeting minutes of September 18, 2023. TM seconded. Unanimous vote.**

1.6 Review correspondence. Public Comments. None.

II. APPOINTMENTS-VOTES MAY BE TAKEN:

2.1 7:15 pm: Robert Burns, 24 Balsam Drive, Acct #2660. RE: Meter Reading. While the Burns were experiencing technical difficulties, DV explained bill was estimated for 38 units of water usage in June, and the next reading obtained was an actual real of 67 units in September. If the bill was underestimated for June, DV explained we could take 7 units from the second bill and add them to the first bill, which would bring that bill up to tier 4, a savings of $19.04. The Burns were still having technical difficulties and NM and TM requested from TCAM that we activate the chat feature on Zoom for future meetings. The Board was able to return to this appointment after the Burns called in to the meeting. Mr. Burns explained they are disputing the October bill because it is much higher than previous bills. There was a lengthy discussion on how to rectify this situation and if there's a possibility of a leak. DV will go to the Burns' house to see if he can find anything to explain the water usage. Appointment will be revisited in the next meeting.

2.2 7:30 pm: Tracy Rousseau, 23 Coppersmith Way, Acct #61645. RE: Meter Reading. Absent.

2.3 7:45 pm: Gary Lahti, Corona Films: 241 Dudley Road, Acct #60318. RE: Adjust Interest. DV explained the meter reading was erroneous from last billing cycle, the error was fixed in the office, but the interest accrued needed to be abated by the board. **NM motioned to abate Acct #60318 in the amount of $41.76. TM seconded. Unanimous vote.**

III. MEETING BUSINESS-VOTES MAY BE TAKEN:

3.1 Discuss/review procedure for signing warrants. NM stated that he prefers to stop in the office in person to sign warrants, so he hasn't utilized the stamp.

IV. **COMMISSIONERS UPDATES AND REPORTS-VOTES MAY BE TAKEN:**

4.1 NM stated he was in the office signing warrants and noticed one of the warrants was for clothing that was bought during working hours. NM continued saying as a board they have previously stated that if clothing can be procured outside of working hours, that is the board's wish. DV discussed this with the individual and it won't happen again.

V. **LIASON UPDATES AND REPORTS-VOTES MAY BE TAKEN:**

5.1 None.

VI. **SUPERINTENDENT'S UPDATES AND REPORTS-VOTES MAY BE TAKEN:**

6.1 Update/Discuss PFAS/Harbor Trace Treatment Plant. DV uploaded the update to Facebook; everything is ahead of schedule. TM read the update out loud to the meeting.

6.2 Other Superintendent Reports. None.

VII. **OFFICE UPDATES AND REPORTS-VOTES MAY BE TAKEN:**

7.1 Schedule the next BOWC meeting. The Board scheduled the next meeting for December 11, 2023, at 7 P.M.

7.2 Review monthly Abatements and Adjustment list. (See below)

7.3 Review and approve end of month reports and bill payable warrants. **NM moved to review monthly abatements and adjustment list and review and sign warrants out of session. TM seconded. Unanimous vote.**

ADJOURNMENT

NM motioned to adjourn the BOWC meeting at 7:58 P.M. TM seconded. Unanimous vote.

Respectfully submitted,

Jessica Worthley
Accounts Manager
Townsend Water Department

1.5

TOWNSEND WATER DEPARTMENT

540 Main Street West Townsend, Massachusetts 01474

Todd Melanson, *Chairman* Nathan Mattila, *Vice-Chairman* , *Clerk*
David Vigeant, Superintendent (978) 597-2212 water@townsendwater.org

WATER COMMISSIONERS MEETING

September 18, 2023 – 7:00 P.M.

Water Department 540 Main Street, Meeting Room

On March 29, 2023, Governor Healey signed into law a supplemental budget bill which, among other things, extends the temporary provisions pertaining to the Open Meeting Law to March 31, 2025. Specifically, this further extension allows public bodies to continue holding meetings remotely without a quorum of the public body physically present at a meeting location, and to provide "adequate, alternative" access to remote meetings. The language does not make any substantive changes to the Open Meeting Law other than extending the expiration date of the temporary provisions regarding remote meetings from March 31, 2023, to March 31, 2025.

Join Zoom Meeting

https://us06web.zoom.us/j/83277788473?pwd=Y2xlZ3FEZEExQ3FPYVo0cU5vZlB0UT09

Meeting ID: 832 7778 8473 Passcode: 847422 Log on *Monday, September 18, 2023, at 7:00 P.M.* to participate.

I. **PRELIMINARIES:**

1.1 TM called the meeting to order @ 7:03 P.M. and announced the meeting is being held by Zoom.

1.2 TM announced TCAM is recording the meeting and will upload it to YouTube for viewing.

1.3 Roll Call showed members present: Todd Melanson (TM)-Chairman and Nathan Mattila (NM)-Vice Chairman. Roll call showed citizens present: David Vigeant (DV)-Water Superintendent, Chaz Sexton-Diranian (CSD)-Liaison for the Board of Selectmen. Housing Trust members: Veronica Kell (VK), Beverly Napior (BN), Joan Savoy (JS), Michael Virostko (MV), Alison Weissensee (AW)-Housing and Grant Administrator. VK declared there were no additions or deletions.

1.4 Chairman's additions or deletions. None.

1.5 Approve Meeting Minutes of August 14, 2023, and July 21, 2023. Work session. NM motion to approve meeting minutes of August 14, 2023, and July 21, 2023. Work Session. **TM seconded. Unanimous vote.**

1.6 Review correspondence. Public Comments.

II. **APPOINTMENTS-VOTES MAY BE TAKEN:**

2.1 7:15 P.M. Affordable Housing Trust. VK opened the Townsend Affordable Trust Committee at 7:06 P.M. Roll call showed members present: Chaz Sexton-Diranian (CSD)-Liaison for the Board of Selectmen. Housing Trust members: Veronica Kell (VK), Beverly Napior (BN), David Werlin (DW). Cindy Boundy was absent.

DV reported he would like an easement to place a pump house at the property across from Wyman Road to pump to a future water tank site at the top of West Elm Street/Lunenburg Road. This will help to supply water to over two thousand customers. VK asked about the building and to why it needs to be in the front and couldn't be built further back from the road. DV explained that he needed a 50X50 easement and his original site would be the best place for it. DV stated it would be the 500th of an acre need for the pump house. DW said he is good with the project but would like to look at it more closely. DV stated he could flag it for their onsite meeting next week. DV affirmed that he will draw a map and stake it out the location for viewing. VK reported that the onsite meeting will be on Wednesday, September 27, 2023, and a rain date on Friday, September 29, 2023, at 9:30 am. They will have their next

1.5

meeting on October 2, 2023, and will have it on the agenda for discussion/vote. **BN moved to adjourn the meeting. CSD second. Roll call vote declared all those in favor. Beverly Napior, Aye David Werlin, Aye Charles Sexton-Diranian, Aye and Veronica Kell, Aye.**

2.2 7:45 P.M. Glen Johnson, 25 Balsam Drive. RE: Water quality issues. Customer unavailable.

III. **MEETING BUSINESS-VOTES MAY BE TAKEN:**

3.1 Discuss/review capital spending and warrant articles.

DV confirmed we were reimbursed for work paid for by our operating budget in the amount of $431,000.00. DV continued saying that he could not use these funds to pay off a portion of the loan and he had hoped to use the funds to reduce rates because the rate study reflects over the next three years an increase of 10%, 12%, 12%, and 12%. TM asked DV to see if Mike from Tighe and Bond can attend the October BOWC meeting to confirm if these rates are still true with everything going on. DV stated since we cannot apply the $431,000 funds to the loan, he would like to apply to the capital spending for the next 5 years and he can reduce the rate increase to 5%.

DV stated we have no control over personnel or energy costs. We will have $500,000.00 of free cash next year that he does not want to touch. TM confirmed DV's plan to purchase a gate exerciser, vacuum trailer, replace the 2004 utility truck and backhoe, and planning cost for a new water tank and other equipment in FY24. TM asked if these purchases would all be covered under the $431,000.00. NM asked what the cost is for the backhoe. DV reported with the trade in the cost is $164,500.00. NM asked about the vacuum trailer. DV stated it will vacuum all the water and dirt so the gate exercise can be used. DV hopes to start a gate exercising program to maintain the gate in case of an emergency. TM stated that it would be a smart purchase to buy the gate exerciser and vacuum trailer.

TM asked to add this to the agenda for the October meeting. He also reminded DV to have Tighe & Bond at the next meeting and submit a draft budget at the November meeting.

IV. **COMMISSIONERS UPDATES AND REPORTS-VOTES MAY BE TAKEN:**

4.1 NM raised his concerns about being the sole signatory on the larger warrants. After a lengthy discussion it was decided that the office would scan the warrants to the BOWC weekly so they can be reviewed. CSD told the board that the BOS are scanned to them, and they approve by either coming in to sign or give permission by email to use their signature stamp. Brenda will have information on the signature stamps for the next meeting.

4.2 NM also stated that while signing the warrants he noticed Amazon invoices for iron on details and a press. First, he was happy that it was saving money but then he saw the Techs shirt with a logo that was a different logo. NM stated there had been a prior meeting where this was discussed and no one, not even DV, should be able to change the logo. NM would like to have this on the next agenda for discussion.

V. **LIASON UPDATES AND REPORTS-VOTES MAY BE TAKEN:**

5.1 CSD wanted to know if DV will be clarifying the notice that was emailed to them about the lawsuit. TM asked if he has been getting these notices from Dupont and 3M. TM stated they should be forwarding all communications to the lawyer. DV explained they are exact wording that the attorney sent just stating the check will be sent directly to the water department. The board urged DV not to sign anything from either company unless instructed by the attorney.

VI. **SUPERINTENDENT'S UPDATES AND REPORTS-VOTES MAY BE TAKEN:**

6.1 Update/Discuss PFAS/Harbor Trace Treatment Plant. DV reported Witches Brook 2 well is at 16.4 and we will be re-testing in a couple of weeks to see if it has changed. The new waterline will be active soon which will allow us to blend. Septic was inspected today and electrical is ongoing, the floors will be poured in two weeks and the walls will be built sometime in October. The roof will be finished in

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November as they want to be enclosed in December. We relocated the service on 13 Proctor, which made a couple of customers happy as the original line was clogged. Highland Street we put two more services on the 12" line and added a new hydrant. TM asked how many more homes are on the 6" line. DV stated it will take a couple more years to relocate all homes to the new line.

6.2 Disposition of 540 Main Street. DV had a meeting with the Properties Committee, and they are interested in the building.

6.3 Other Superintendent Reports. DV reported 6 homes have been approved to be built on West Meadow Road and an age restricted triplex has been approved to be built on 96 Fitchburg Road.

VII. **OFFICE UPDATES AND REPORTS-VOTES MAY BE TAKEN:**

7.1 The next board meeting is scheduled for October 16, 2023.

7.2 Review monthly abatements and adjustment list. The board reviewed the August adjustment/abatement list. **NM moved to abate acct# 4110 17 Ponderosa Drive $37.50, #60220 27 Horseshoe Drive $282.55, and #61616 6 Coppersmith Way $68.82. (Acct #60333 13 Joyce Street $103.46 was voted on at the last meeting.) TM seconded. Unanimous vote.**

7.3 Review and approve end of month reports and bill payable warrants. **NM moved to review and sign warrants out of session. TM seconded. Unanimous vote.**

ADJOURNMENT

TM made a motion to adjourn. NM seconded. Unanimous vote. BOWC meeting was closed at 8:33 P.M.

Respectfully submitted,

Brenda Boudreau
Office Manager
Townsend Water Department

2.1

Town of Townsend
Townsend Water Department
540 Main Street
West Townsend, MA 01474
978-597-2212

November 20, 2023
Agenda
11bb5491@gmail.com

Usage History Report

Account: 2660 **Location:** 24 BALSAM DRIVE **Route:** 11 Beacon
Owner: BURNS ROBERT

Meter #: 19415127
Serial #: 74479921
Head #:
Head Type:
Walk Seq.: 1680
Dials: 8
Brand:
Type: Radio
Size: NA
Exchange: 05
Install Date
Replace Date: 10/17/2023
Status: InActive
Location:

Read Date	Read Type	Reading	Usage	Bill Date	Comments
10/17/2023	TRANSFER	55,751	417		Last Reading
9/7/2023	ACTUAL	55,334	6,734	10/1/2023	
6/16/2023	ESTIMATE	48,600	3,800	7/1/2023	Quick Entry 6/6/23
3/3/2023	ACTUAL	44,800	4,700	4/1/2023	Read Import on 3/8/2023
11/30/2022	ACTUAL	40,100	4,000	1/1/2023	Read Import on 11/30/20
9/2/2022	ACTUAL	36,100	3,900	10/1/2022	Read Import on 9/6/2022
6/1/2022	ACTUAL	32,200	3,900	7/1/2022	Read Import on 6/2/2022
2/28/2022	ACTUAL	28,300	3,400	4/1/2022	Read Import on 3/3/2022
12/9/2021	ACTUAL	24,900	5,200	1/1/2022	Read Import on 12/13/20
9/1/2021	ACTUAL	19,700	4,300	10/1/2021	Read Import on 9/16/202
6/11/2021	ACTUAL	15,400	3,700	7/1/2021	Read Import on 6/14/202
3/12/2021	ACTUAL	11,700	3,800	4/5/2021	Read Import on 3/23/202
12/1/2020	ACTUAL	7,900	0	2/24/2021	

Meter #: 230677257
Serial #: 131559619
Head #:
Head Type:
Walk Seq.: 1680
Dials: 8
Brand:
Type: Radio
Size: .625
Exchange: 05
Install Date 10/17/2023
Replace Date:
Status: ACTIVE
Location:

Read Date	Read Type	Reading	Usage	Bill Date	Comments
10/17/2023	SET	0	0		First Reading

1) Transfer 7 units from OCT bill To July bill which IN Tier ~~2~~ 4 moving tier 3 saving $19.04
ALL OTHER July bill IN NOV Tier 4

2.1

Town of Townsend
Townsend Water Department

PO Box 321
Medford, MA 02155
978-597-2212
Water@Townsendwater.org

Remittance Coupon Please Return With Payment

Account Number: 2660

New Charges:	$718.80
Credits:	$0.00
Past Due:	$0.00
Interest:	$0.00
Total Due: 10/31/23	**$718.80**

BURNS ROBERT
24 BALSAM DRIVE
TOWNSEND, MA 01469

04 00 000647 0000071880 103123 00000718804

Account #	Service Location	Parcel Identifier	Billing Date	Due Date	Total Due
2660	24 BALSAM DRIVE	53D-266-0	10/1/2023	**10/31/2023**	**$718.80**

Meter Readings

Meter	Date	Type	Read
19415127	9/7/2023	ACT	55,334
19415127	6/16/2023	EST	48,600

Usage Summary

Rate	Total Usage
TWD CUBIC	6,734

New Charge Summary

Charge	Quantity	Amount	Total
Water		$671.55	$671.55
WR	1	$47.25	$47.25

Tax Payer Message

Please be sure to include your account on your check to ensure proper posting. Thank you.

Updated PFAS information can be found on our website www.townsendma.gov on the water department page.

Please visit our website Townsendwater.org and like our facebook page TOWNSEND WATER DEPARTMENT for important updates.

In case of emergencies, please contact the office at 978-597-2212 Monday-Friday 9-3. For after-hour emergencies, please call 978-597-6214 or 911.

Payments can be made online through City Hall Systems at Townsendwater.org, in person at the Treasurers Department in Memorial Hall or by mail to PO Box 321 Medford, MA 02155. Please Note DOXO is not affiliated with the Townsend Water Department

Rate Information

$47.25 Unit charge

TWD Rates	WATR Rates
$5.44 0-15 Units	$7.27 1-15 Units
$8.17 15-30 Units	$10.92 15-30 Units
$10.89 30-45 Units	$14.56 30-45 Units
$13.61 45 Units and up	$18.19 45 Units and up

Effective with your July 2023 Water bill there will be an increase of 5%
Water bills are mailed quarterly January, April, July and October

Interest will now be accrued daily totaling a rate of 1.5% monthly on all unpaid invoices over 30 days.

Please be sure to include your account number on your check when mailing in your payment to ensure proper posting. Thank you!

2.1

Town of Townsend
Townsend Water Department

PO Box 321
Medford, MA 02155
978-597-2212
Water@Townsendwater.org

Remittance Coupon Please Return With Payment

Account Number: 2660

New Charges:	$338.52
Credits:	$0.00
Past Due:	$0.00
Interest:	$0.00
Total Due: 07/31/23	**$338.52**

BURNS ROBERT
24 BALSAM DRIVE
TOWNSEND, MA 01469

04 00 000647 0000033852 073123 00000338522

Account #	Service Location	Parcel Identifier	Billing Date	Due Date	Total Due
2660	24 BALSAM DRIVE	53D-266-0	7/1/2023	**7/31/2023**	**$338.52**

Meter Readings

Meter	Date	Type	Read
19415127	6/16/2023	EST	48,600
19415127	3/3/2023	ACT	44,800

Usage Summary

Rate	Total Usage
TWD CUBIC	3,800

New Charge Summary

Charge	Quantity	Amount	Total
Water		$291.27	$291.27
WR	1	$47.25	$47.25

Tax Payer Message

Please be sure to include your account on your check to ensure proper posting. Thank you.

Updated PFAS information can be found on our website www.townsendma.gov on the water department page.

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Rate Information

$47.25 Unit charge

TWD Rates	WATR Rates
$5.44 0-15 Units	$7.27 1-15 Units
$8.17 15-30 Units	$10.92 15-30 Units
$10.89 30-45 Units	$14.56 30-45 Units
$13.61 45 Units and up	$18.19 45 Units and up

Effective with your July 2023 Water bill there will be an increase of 5%
Water bills are mailed quarterly January, April, July and October

Interest will now be accrued daily totaling a rate of 1.5% monthly on all unpaid invoices over 30 days.

Please be sure to include your account number on your check when mailing in your payment to ensure proper posting. Thank you!

2.2

Town of Townsend
Townsend Water Department
540 Main Street
West Townsend, MA 01474
978-597-2212

November 20, 2023
Agenda.

trousseau04@gmail.com

Usage History Report

Account: 61645 **Location:** 23 COPPERSMITH WAY **Route:** 11 Beacon
Owner: TRACY ROUSSEAU

Meter #:	67719423
Serial #:	67719423
Head #:	
Head Type:	
Walk Seq.:	18840
Dials:	8
Brand:	
Type:	Radio
Size:	NA
Exchange:	02
Install Date	
Replace Date:	10/16/2023
Status:	InActive
Location:	

Read Date	Read Type	Reading	Usage	Bill Date	Comments
10/16/2023	TRANSFER	93,026	626		Last Reading
9/7/2023	ACTUAL	92,400	2,800	10/1/2023	
6/16/2023	ESTIMATE	89,600	1,000	7/1/2023	Quick Entry 6/6/23
3/3/2023	ACTUAL	88,600	1,800	4/1/2023	Read Import on 3/8/2023
11/30/2022	ACTUAL	86,800	1,300	1/1/2023	Read Import on 11/30/20
9/2/2022	ACTUAL	85,500	1,100	10/1/2022	Read Import on 9/6/2022
6/1/2022	ACTUAL	84,400	900	7/1/2022	Read Import on 6/2/2022
2/28/2022	ACTUAL	83,500	800	4/1/2022	Read Import on 3/3/2022
12/9/2021	ACTUAL	82,700	900	1/1/2022	Read Import on 12/13/20
9/1/2021	ACTUAL	81,800	1,200	10/1/2021	Read Import on 9/16/202
6/11/2021	ACTUAL	80,600	1,100	7/1/2021	Read Import on 6/14/202
3/12/2021	ACTUAL	79,500	800	4/5/2021	Read Import on 3/23/202
12/1/2020	ACTUAL	78,700	0	2/24/2021	

Meter #:	230677256
Serial #:	131621294
Head #:	
Head Type:	
Walk Seq.:	18840
Dials:	8
Brand:	
Type:	Radio
Size:	.625
Exchange:	05
Install Date	10/16/2023
Replace Date:	
Status:	ACTIVE
Location:	

Read Date	Read Type	Reading	Usage	Bill Date	Comments
10/16/2023	SET	0	0		First Reading

AS ON 15 NOV
449
+ 626
1175 OR
11.750 UNITS

8.17
5.44
2.73

OCT 2800
NOVES 2300

July 1000
1500

2.73 X 5 = $13.65

2.2

Town of Townsend
Townsend Water Department

PO Box 321
Medford, MA 02155
978-597-2212
Water@Townsendwater.org

Remittance Coupon Please Return With Payment

Account Number: 61645

New Charges:	$235.06
Credits:	$0.00
Past Due:	$0.00
Interest:	$0.00
Total Due: 10/31/23	**$235.06**

TRACY ROUSSEAU
23 COPPERSMITH WAY
TOWNSEND, MA 01469

04 00 001487 0000023506 103123 00000235064

Account #	Service Location	Parcel Identifier	Billing Date	Due Date	Total Due
61645	23 COPPERSMITH WAY	27-38-19	10/1/2023	**10/31/2023**	**$235.06**

Meter Readings

Meter	Date	Type	Read
67719423	9/7/2023	ACT	92,400
67719423	6/16/2023	EST	89,600

Usage Summary

Rate	Total Usage
TWD CUBIC	2,800

New Charge Summary

Charge	Quantity	Amount	Total
Water		$187.81	$187.81
WR	1	$47.25	$47.25

Tax Payer Message

Please be sure to include your account on your check to ensure proper posting. Thank you.

Updated PFAS information can be found on our website www.townsendma.gov on the water department page.

Please visit our website Townsendwater.org and like our facebook page TOWNSEND WATER DEPARTMENT for important updates.

In case of emergencies, please contact the office at 978-597-2212 Monday-Friday 9-3. For after-hour emergencies, please call 978-597-6214 or 911.

Payments can be made online through City Hall Systems at Townsendwater.org, in person at the Treasurers Department in Memorial Hall or by mail to PO Box 321 Medford, MA 02155. Please Note DOXO is not affiliated with the Townsend Water Department

Rate Information

$47.25 Unit charge

TWD Rates	WATR Rates
$5.44 0-15 Units	$7.27 1-15 Units
$8.17 15-30 Units	$10.92 15-30 Units
$10.89 30-45 Units	$14.56 30-45 Units
$13.61 45 Units and up	$18.19 45 Units and up

Effective with your July 2023 Water bill there will be an increase of 5%
Water bills are mailed quarterly January, April, July and October

Interest will now be accrued daily totaling a rate of 1.5% monthly on all unpaid invoices over 30 days.

Please be sure to include your account number on your check when mailing in your payment to ensure proper posting. Thank you!

2.2

Town of Townsend
Townsend Water Department

PO Box 321
Medford, MA 02155
978-597-2212
Water@Townsendwater.org

Remittance Coupon Please Return With Payment

Account Number: 61645

New Charges:	$101.65
Credits:	$0.00
Past Due:	$0.00
Interest:	$0.00
Total Due: 07/31/23	**$101.65**

ROUSSEAU TRACY
23 COPPERSMITH WAY
TOWNSEND, MA 01469

04 00 001487 0000010165 073123 00000101650

Account #	Service Location	Parcel Identifier	Billing Date	Due Date	Total Due
61645	23 COPPERSMITH WAY	27-38-19	7/1/2023	**7/31/2023**	**$101.65**

Meter Readings

Meter	Date	Type	Read
67719423	6/16/2023	EST	89,600
67719423	3/3/2023	ACT	88,600

Usage Summary

Rate	Total Usage
TWD CUBIC	1,000

New Charge Summary

Charge	Quantity	Amount	Total
Water		$54.40	$54.40
WR	1	$47.25	$47.25

Tax Payer Message

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Rate Information

$47.25 Unit charge

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2.3

Town of Townsend
Townsend Water Department
540 Main Street
West Townsend, MA 01474
978-597-2212

Balance Statement
for Utility
as of November 20, 2023

Account	60318
Parcel	11-54-0
Property Location	241 DUDLEY ROAD
Pay This Amount	**$5,030.50**

CORONA FILMS INC
P.O. BOX 181
W TOWNSEND, MA 01474

Account	60318	**Parcel**	11-54-0
Owner	CORONA FILMS INC	**Property Location**	241 DUDLEY ROAD

Account Charges

Receivable	Billed	Credits	Remainder	Due
Water	$55,511.46	$50,608.84	$4,902.62	$4,902.62
Backflow	$393.75	$315.00	$78.75	$78.75
Interest	$0.00	$0.00	$0.00	$49.13
	$55,905.21	$50,923.84	$4,981.37	$5,030.50

Please remit payment to:
Townsend Water Department
PO Box 321
Medford, MA 02155-0004

Transactions

Transaction Type	Date	Amount
Abatement	11/9/2023	$19,550.81
Payment	7/12/2023	$4,110.13
Payment	4/7/2023	$4,969.20
Payment	1/17/2023	$3,719.42
Payment	10/11/2022	$4,004.48
		$36,354.04

Account Balance as of November 20, 2023 **$5,030.50**

7.2

Charge Book FY24

Date	Description	User	Fees	Service	Backflow	Adjustment	Abatement	Lien
10/1/2023	New Charges	484,236.69		7,665.00	7,717.50			
10/3/2023	5160 - Copper Lead Abatement						-47.25	
10/4/2023	61750 - Parts for 98 W Meadow Rd			332.45				
10/4/2023	61776 - Parts for 110 W Meadow Rd			397.11				
10/6/2023	61418- 12 Tamarack Water Bill	126.04						
10/11/2023	60372- 83 Mason Rd Final	49.70	78.75					
10/12/2023	61111- 113 Main St Turn On Fee			52.50				
10/12/2023	60774- 31 Highland Water Bill	107.80						
10/16/2023	60309- 10 West Elm St Final	47.30	78.75					
10/17/2023	60877- 10 Pheasant Ridge Final	65.37	78.75					
10/17/2023	60386- 11 Scales-Over Est						-47.96	
10/18/2023	60029-468 Main-Final	69.66	78.75					
10/20/2023	60820-105 Fitchburg-Final	47.41	78.75					
10/25/2023	5260 & 1821 Adjustment					-1.28		
10/27/2023	60936- 170 Main St Final	47.25	78.75					
10/27/2023	60120- 465 Main St Final	54.32	78.75					
10/27/2023	60225- Craven Field Turn Off Fee	0.11	52.50					
10/27/2023	3890- Abate July 2023 Water Bill						-105.41	
						-1.28	**-200.62**	
10/31/2023	**To Town Accountant 24-4**							
		484,851.65	**603.75**	**8,447.06**	**7,717.50**	**Total**	**501,619.96**	

7.3

FISCAL YEAR 24 SUMMARY

TOWNSEND WATER DEPARTMENT - ACCOUNTS RECEIVABLE

October 31, 2023

UNCOLLECTED FROM JUNE 30, 2023					157,128.61
CHARGED	07/01/23 10/31/23	10/31/2023	Previous Balance	Total	
	USER CHARGES	484,851.65	465,380.40	950,232.05	
	FEES	551.25	1,653.75	2,205.00	
	SERVICE CHARGES	8,499.56	10,972.50	19,472.06	
	BACKFLOW	7,717.50	0.00	7,717.50	
	SUBTOTAL	501,619.96			
	TOTAL CHARGES				979,626.61
					1,136,755.22
RECEIVED	07/01/23 10/31/23	10/31/2023			
	USER CHARGES	326,833.27	419,689.36	746,522.63	
	FEES	494.75	1,231.25	1,726.00	
	SERVICE CHARGES	6,822.50	10,751.68	17,574.18	
	LATE CHARGES	0.00	0.00	0.00	
	BACKFLOW	6,611.25	0.00	6,611.25	
	SUBTOTAL	340,761.77			
	TOTAL RECEIPTS				772,434.06
SENT TO LIEN					0.00
LIENS COLLECTED					0.00
ABATEMENTS					6,551.04
ADJUSTMENTS					-1,410.46
AJD TO MASTER					
UNCOLLECTED					359,180.58
					1,136,755.22

OUTSTANDING:		
USER CHARGES	354,928.08	
FEES	529.00	
		0.00
SERVICE CHARGES	2,460.51	
LATE CHARGES	7.04	
BACKFLOW	1,255.95	
TOTAL OUTSTANDING	359,180.58	

7.3

TOWN OF TOWNSEND
WATER DEPARTMENT

NO. 24-4

10/31/2023

SCHEDULE OF BILLS RECEIVABLE

To the Accountant: Town Accountant

The following bills, amounting in the aggregate to

FIVE HUNDRED AND ONE THOUSAND SIX HUNDRED NINETEEN AND 96/100 DOLLARS **********

are herewith committed for collection.

DATE	USER CHARGES	FEE CHARGES	SERVICE CHARGES	BACK FLOW	TOTAL
10/31/23	484,851.65	551.25	8,499.56	7,717.50	501,619.96

BOARD OF WATER COMMISSIONERS

Todd Melanson, Chairman

Nathan Mattila, Vice-Chairman

, Clerk