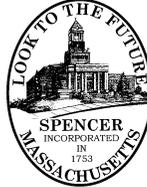


TOWN OF SPENCER, MASSACHUSETTS
OFFICE OF THE
WATER DEPARTMENT

DAVID R. O'COIN
NORMAN C. LETENDRE, JR.
ROBERT O. FRITZE, JR.

3 OLD MEADOW ROAD
SPENCER, MA. 01562



SUPERINTENDENT
ROBERT D. MCNEIL III, P.E.

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Minutes of Meeting held January 14, 2009

Meeting of the Board of Water Commissioners held at the Water Department, 3 Old Meadow Road, Spencer, MA.

Members present: David R. O'Coin
Norman C. Letendre, Jr.
Robert O. Fritze, Jr

Staff present: Robert D. McNeil, III, Superintendent
Greg Karpowicz, Chief Operator
Susan L. Lacaire, Junior Clerk
Tony Bove, Selectmen

Meeting was called to order at 5:40 p.m.

Invoices were reviewed and signed.

The minutes of December 10, 2008 were approved. (Passed 3/0)

Olde Sibley Farm: A meeting was held January 6, 2009 between Sibley Farm and Superintendent McNeil. The first goal is to remove the 1926 16" water main. The cost of the replacement between Mercury Wire and Gregson Building would be the Spencer Water Departments responsibility. Once a revised set of plans is presented, Mr. McNeil suggested a consultant be called in. After a discussion, it was agreed to talk further with Sibley Farm as the project draws closer.

Rate Study: Mr. McNeil, Mr. Karpowicz and Town Accountant Alaine Boucher met with Chris Woodcock concerning the rate study. Information about revenue and consumption were given to Mr. Woodcock. At the February 11, 2009 meeting of the Water Commissioners, Mr. Woodcock will give the final presentation.

Personnel Board Meeting: Mr. McNeil will meet with the Personnel Board Thursday, January 15, 2009 to discuss the positions of Chief Water Operator and three Water

Operators. Motion made (O'Coin/Letendre) to support the raise for Greg Karpowicz with the Personnel Board passed. 3/0

Backflow update: Hess did not need a plumbing permit for the work done for backflow compliance. The soap dispenser in question was inspected by Mr. Karpowicz. The clerk was instructed to call Plumbing Inspector Bob Wall to have Hess removed from the list. The Fire Department is not in compliance. There is a work order in place to correct this.

Corrosion Control System: DEP inspected the Meadow Road Facility and passed it with "flying colors". The deadline for Meadow Road was met and Cranberry Brook is on track to meet the deadline. The building for Cranberry Brook will be delivered January 15, 2009.

Town Facilities meter install update: The Sewer Department meter still needs to be installed. The meter for the Sewer Department must be calibrated and meet Water Department specifications. Repairs have been made at the Town Hall to the heating system so less steam is escaping. Bills for the meters should be sent to Police Department and the Town Hall. A letter should be sent to the Fire Department concerning the cost of the meter to establish "good will".

MBTE MONEY: There are no changes concerning the MBTE money. The Selectmen have not acted on the Commissioners request for the money distribution.

FY 2010 Budget: The Commissioners discussed the Budget and items to investigate to reduce costs:

1. Eliminate 4th Water Department employee
2. Eliminate purchase of property next to the Meadow Road Station.
3. Trim consulting & engineering costs to 50,000.00
4. Explore the amount that Sewer contributes to the billing process.
5. Eliminate the hydrant replacement
6. Eliminate security fencing
7. Hire part time person for office not Assistant Engineer
8. Eliminate \$82,681 for Maple St project. This will be paid by 150,000 appropriated at Town Meeting.

Other:

Mr. Karpowicz advised the Commissioners that the old meter reader may be sold to Acton. No prices have been discussed yet.

A map from Tata & Howard of potential sites for storage tank locations was viewed by the Commissioners. The best sites and their acquisition will be discussed at a future date.

The meeting adjourned at 8:00 PM.