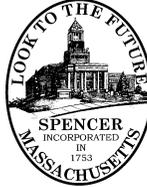


**TOWN OF SPENCER, MASSACHUSETTS**  
**OFFICE OF THE**  
**WATER DEPARTMENT**

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 October 14, 2009**

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

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

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

Meeting was called to order at 5:30 p.m.

Invoices were reviewed and signed.

The minutes of August 19, 2009 were approved. Motion Letendre/O'Coin passed 2/0.

**Tank Removal Proposal former Pump Station Watson Street, Leicester.** Mr. McNeil presented to the Commissioners Tighe & Bond's proposal for the tank removal at the former pump station located on Watson Street in Leicester. The Commissioners want other quotes for price comparison.

**Tata & Howard Two Zone Pressure System Update:**

- a. Estimated Project Schedule and Cash Flow:
- |                         |               |              |
|-------------------------|---------------|--------------|
| Bid & Award             | November 2009 |              |
| Contract Execution      | December 2009 |              |
| Preconstruction Meeting | January 2010  |              |
| Construction Start up   | January 2010  |              |
| Pay Rec No. 1           | 1/25/2010     | \$100,000.00 |
| Pay Rec No. 2           | 2/22/2010     | \$100,000.00 |

Pay Rec No 3	3/29/2010	\$450,000.00
Pay Rec No 4	4/26/2010	\$450,000.00
Pay Rec No 5	5/31/2010	\$450,000.00
Pay Rec No 6	6/28/2010	\$650,000.00
Pay Rec No 7	7/26/2010	\$650,000.00
Pay Rec No 8	8/30/2010	\$650,000.00
Pay Rec No 9	9/27/2010	\$650,000.00
Pay Rec No 10	10/25/2010	\$750,000.00
Pay Rec No 11	11/29/2010	\$750,000.00
Pay Rec No 12 (Subst. Complete)	12/27/2010	\$750,000.00
Release Retainage	12/27/2011	<u>\$213,000.00</u>
	Total	\$6,613,000.00

DEP letter dated 9/1/09 informs that the Project Approval Certificate for the project has been signed and forwarded to the Massachusetts Water Pollution Abatement Trust. An ad has been placed in the Central Register and the New Leader advertising the project bid. DEP letter dated 10/6/09 gave permission to advertise.

**Spencer Sewer Department Water Meter update:** The new water meter has been installed in the Sewer Treatment Plant. The Commissioners asked if a bill had been sent to the Sewer Department for the meter.

**Tata & Howard Additional Costs for Electrical Upgrades Cranberry Brook:** An amendment from Tata & Howard was signed by the Commissioners. The following scope items were added: Prepare drawings and technical specifications for the construction of electrical upgrades to the Cranberry Well pump house. The upgrades will be designed to meet current electrical codes within the existing building. The electrical upgrades will be incorporated into the specifications for the new pumps, controls and emergency power connections proposed for the pump station site. The cost will go from \$144,600.00 to \$149,600.00.

**Maple Street/Elm Street Update:** The Water Main replacement on Maple Street is complete. The Water Main on Prospect Street to Mechanic Street has been replaced. New gate boxes have been installed on Maple Street. The 12" mains on Elm Street have been replaced from Valley to Pearl Street. A hydrant will be added on Lloyd Dyer and a hydrant will be replaced in front of the Housing Authority.

**Water System Emergency Response Plan:** The Emergency Response Plan is due in December. Weston & Sampson has submitted an Engineering Agreement. The Commissioners directed Mr. McNeil to contact Tata & Howard for an Engineering Agreement. Motion made O'Coin/Letendre to allow Robert McNeil to execute the lowest Engineering Agreement. (Passed 2/0)

**Spencer Agricultural Association Meter & Backflow Update:** All meters have been installed. A letter was received from the Spencer Agricultural Association thanking the Water Department and Greg Karpowicz for support and cooperation before during and after the Spencer Fair.

**Ground Water Rule Submittal:** On behalf of the Town of Spencer, Weston and Sampson submitted to Mass DEP two copies of Ground Water Rule Form A, Ground Water Rule Form B and Backup documentation for CT calculations.

**Stream Flow Bill:** Jennifer Pederson of the MWWA sent information and her opinion of the Stream Flow Bill.

**New Business:** Temporary water services are installed at 11 Mill Street, 55 Temple Street and 241 Main Street. The Commissioners instructed Mr. McNeil and Mr. Karpowicz to prepare a policy sheet for temporary services.

Prices for propane fuel were submitted by Suburban Propane of Marlboro, Arrow Gas of Rochdale and Superior Energy of Vernon, CT.

Motion made (Letendre/O'Coin) to adjourn at 7:15 (Passed 2/0)