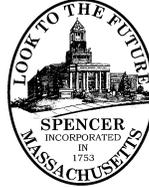


TOWN OF SPENCER, MASSACHUSETTS
OFFICE OF THE
WATER DEPARTMENT

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 July 8, 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
Wayne Pothier, Water Operator
Bruce Guyan, Water Operator

Others present: Keith Blondin, Water customer
Shira McWaters, Tata & Howard

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

The minutes of June 10, 2009 were approved. Motion Letendre/O'Coin passed 3/0.

Invoices were reviewed and signed.

Tata & Howard Two Zone Pressure System update: Motion Letendre/Fritze to authorize on behalf of the Spencer Water Department, either Robert D. McNeil III or David O'Coin, to file applications and execute agreements for grant and/or loan assistance as well as furnishing such information, data and documents pertaining to the applicant for a grant(s) and /or loan(s) as may be required; and other wise to act as the authorized representative. (Passed 3/0) Shira McWaters of Tata & Howard discussed the project with the Commissioners. The Commissioners were informed that the pressure on Sampson Street and Pleasant View would be 40 PSI. There shall be a 12" main from the intersection of Grove and Highland to the new booster pump station. There shall be an 8" domestic main on Highland, Wilson and Lincoln, a 12" main on Pleasant, Main, Elm and 12" main to lower High. During the project there will be a transmission main & service

main in the same trench. One will be slightly elevated. Gas will be extended for the gas powered generator. Underground electrical wires will go up the driveway to tank. Lightning protection and backup for the radio will be discussed at a later date. The tank – structural is 90% complete, waiting for Geotechnical Survey, the BPS- structural is 90% complete, the BPS – HVAC & electrical is pending, miscellaneous improvements- pending electrical, SCADA is ongoing and the boring/geotechnical completion is July 10th.

Keith Blondin-35 High Street: Keith Blondin explained to the Commissioners that he has found and fixed all leaks at his property. He has made a partial payment on his very high water bill. The Commissioners assured Mr. Blondin that the water would not be shut off as long as he continues to make payments.

Water Department Personnel: The Commissioners met with the Water Department employees. Effective July 1, 2009 Greg Karpowicz will be Chief Water Operator, Bruce Guyan and Wayne Pothier will be Water Systems Operators. The Water Systems Operators positions will be Union positions. All must join the Union or pay an agency fee.

Spencer Sewer Department Water Meter update: A letter was sent to the Sewer Commissioners asking them to install a 2” compound meter in 30 days of the receipt of the letter. A copy of this letter shall be sent to Paul Guida and the Board of Selectmen.

Maple Street/Elm Street Update: Two hydrants were replaced on Maple Street. A hydrant was moved from Church Street to the opposite side of the street. Mr. Karpowicz called Mass Highway to get clarification as to who is supplying certain materials. Elm Street project will begin July 20, 2009.

New Business: A letter should be sent to the Spencer Fire Department thanking them for use of the light plant during the Irving Street water main break. A copy should be sent to the Selectmen.

Motion made Letendre/O’Coin to send a letter to Senator Stephen Brewer in support of House Bill 3062. Passed 3/0

Mr. Karpowicz informed the Commissioners two out of twelve routine monthly distribution system samples tested positive for total coliform bacteria. These samples were taken on June 24, 2009. We believe the bacteria originated from water line upgrades being performed as part of the Maple Street construction project. These upgrades took place on June 23, 2009, one day prior to the routine sampling. The distribution system was flushed in these areas and re-sampled on June 29, 2009. All six of these samples tested negative for total coliform bacteria. An ad shall be placed in the New Leader and on the Town of Spencer Web Site informing the Spencer water customers of this.

Mr. Karowicz met with Alan Walker (Spencer Fair Association) and Ryan Toomey concerning the Spencer Fair Grounds. The option of installing a several small 4’

manholes with several small meters and pits instead of 1 large meter was discussed. Mr. Karpowicz will investigate, with the Pine Grove Cemetery caregivers, the cemetery next to the Fair Grounds.

Motion made (Letendre/Fritze) to adjourn at 8:30 (Passed 3/0)