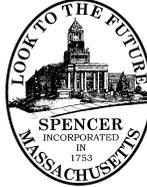


**TOWN OF SPENCER, MASSACHUSETTS**  
**OFFICE OF THE**  
**WATER DEPARTMENT**

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

3 OLD MEADOW ROAD  
SPENCER, MA. 01562



SUPERINTENDENT  
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**Minutes of Meeting held July 13, 2011**

Meeting of the Board of Water Commissioners held at the Water Department, 3 Old Meadow Road, Spencer, MA. All maps, diagrams, letters and notices are on file at the Utilities and Facilities Office.

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

Staff present: Greg Karpowicz, Chief Water Operator  
Susan Lacaire, Clerk

Meeting was called to order at 5:30 P.M.

Invoices were reviewed and signed.

The minutes of June 8, 2011 were approved. Motion Letendre/O'Coin passed 2/0.

**Paying of Agreement on Due Date:** The Commissioners discussed the Agreements and paying of the Agreements on the due date. Motion made O'Coin/Letendre residents not be allowed to make second agreements when other agreements have not been followed. Passed 2/0

**Owner 32 Maple Street:** Housing Court has mandated the tenants of 32 Maple Street pay, at the Water Department, their monthly rent until the entire Water/Sewer bill is paid in full.

**Bill 85 Main Street:** A bill from E.M. Thibault Excavation and Gary Cook (home owner) was received for work done to replace the Sewer Pipe that was damaged by P.Gioioso during the work on Main Street for the Two Zone Pressure System. The bill has been sent to P. Gioioso. P. Gioioso is in contact with the owner of 85 Main Street and they are reaching an agreement between those two parties. The Town of Spencer Water Department is no longer involved in this.

**Tata & Howard Two Zone Pressure System Update:** The Two Zone Pressure System change over went very smoothly. The transition resulted in only two phone calls and the complaints were found to not be the direct result of the changeover. Cranberry Brook well is now on line. The mains are in on Water and Valley Street. Mr. Karpowicz discussed with the Commissioners National Grid Gas not following through on digging up their pipe. This will hold up the final paving of Pleasant and Lincoln Street. Moose Hill tank will be getting a paint job. Tata & Howard will submit Change Order 12R for the Commissioners approval. This is a replacement for Change Order 12, which the Commissioners rejected. Tata & Howard will also submit a new Construction Service Agreement Amendment No. 2.

**Maple Street Leak:** A water leak that involves the digging up of the newly constructed Maple Street will be done this week. It will be dug up and fixed and the road will be restored to its current condition.

**Voluntary Nonessential Outdoor Water Use Restriction:** Mr. Karpowicz gave the Commissioners a copy of the Voluntary Nonessential Outdoor Water Use Restriction. This will appear on the Town web site and a copy will be inserted in the Water/Sewer bills.

**Capital Expenditures:** Capital Expenditures will be made in the future. The Commissioners asked Mr. Karpowicz for a list of things that are needed.

**Annual Water Report:** The Commissioners reviewed the Annual Water Report that is sent out to the Water users.

**Hyland Street Tank:** There is no way of getting from the driveway to the tank without climbing a very steep banking. The Commissioners question why Tata & Howard did not include a stairway in the plans. Will Tata & Howard fix this situation now? Mr. Karpowicz will investigate this.

**Wireless Internet Connection:** A Wireless Internet Connection Card is need for the new lap top associated with the SCADA project. Motion made Letendre/O'Coin to add this to the Verizon Account. Passed 2/0

**Water Line Service Coverage:** A resident brought a flyer from HomeServe offering water service line coverage to the Water Department. The resident was asking if this was a scam. The Commissioners read it and suggested it be brought to the Police Station as they were unsure.

**Cranberry Brook Generator:** A 150KW generator is not big enough. The need is for a 180 gas or 150 diesels. Tata & Howard should be questioned on this.

Motion made (O'Coin/Letendre) to adjourn at 7:30 PM (Passed 2/0)