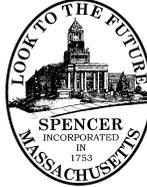


TOWN OF SPENCER, MASSACHUSETTS
OFFICE OF THE
WATER DEPARTMENT

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 February 11, 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

Others present: Arrived at 6:30
Mark Robidoux, Sewer Superintendent
Frank White, Sewer Commissioner
Harold "Satch" McAfee, Sewer Commissioner
Debra Graves, Senior Clerk

Meeting was called to order at 4:15 p.m.

Invoices were reviewed and signed.

The minutes of February 4, 2009 were approved. (Passed 3/0)

Rate Study: The hearing date for the Rate Study is set for March 12, 2009 at 7:00 P.M... Chris Woodcock of Woodcock Associates will do the presentation. The hearing will be held in the Water Department Garage or in the Water Department Conference room depending on the amount of space needed. The Board of Water Commissioners will take resident comments under advisement and vote on the rate increase at the March 19, 2009 meeting.

FY 2010 Budget: The Commissioners decided to keep the cuts and additions that were discussed at the February 4, 2009 meeting.

1. Eliminate 4th Water Department employee (-\$43,096)

2. Eliminate purchase of property next to the Meadow Road Station.(-\$220,000)
3. Trim consulting & engineering costs to 100,000.00. (-\$50,000)
4. Explore the amount that Sewer contributes to the billing process.
5. Eliminate the hydrant replacement. (-\$30,000)
6. Eliminate security fencing (-\$0 not in budget)
7. Hire a seasonal laborer. (+10,000)
8. Start discussion to have the Town pay for Fire Protection.

Mr. McNeil will discuss the Water Department Budget with Paul Guida, Town Administrator, on Friday February 13, 2009.

Spencer Conservation Grant Status: The signed contract has been mailed to the DEP. It will be two to three weeks to be returned and then we can proceed.

Generator Quotes & National Grid Program: Commissioners Fritze and Letendre contacted Paul Aucoin of Aucoin Electric about generators. Discussion followed on needs and kinds of generators. The Meadow Road facility should have a permanent generator and a portable generator could service the Cranberry Well site and the Watson Street site. Mr. McNeil will investigate with Weston & Sampson if DEP will accept a portable generator. This will be discussed further at a future date.

Mr. McNeil explained some points of the National Grid Program. During high demand periods the Water Department would disconnect from the Grid and run off the generator. National Grid would pay the Water Department a monthly fee. A question was raised as to what DEP would think of this. DEP does not have a problem with this. Mr. McNeil will investigate further to get full understanding of this program.

Solar Panels and Wind Power were also discussed. Solar Panels can push out 12 ½% of our power free. Wind Power sites could be Moose Hill Tank or Lake Street site.

2009 – 2010 Legislative Priorities (MWWA): Motion made (Letendre/O'Coin) to support current legislative proposals identified by Massachusetts Water Works Association. (Passed 3/0). The clerk was directed to write a letter of support to Senator Stephen Brewer .

Tata & Howard-Two Zone Pressure System-Site Selection: The Lake Street site is 22 acres and the School Committee holds the long term lease on the property. Mr. McNeil has a scheduled meeting with Superintendent Ralph Hicks for February 12th at 10:00 AM to discuss this site. Motion made (Letendre/O'Coin) to have Mr. McNeil move ahead and do what is necessary to get the Lake Street site. (Passed 3/0) Mr. Fritze wants to find out if the pipe from this project that goes down Main Street; would Main Street have to be cemented again? The Commissioners will fine tune the route of the pipe at a later time.

DEP SRF Status: Spencer remains on the short list for SRF low interest loan. June 30, 2009 is the deadline to apply for this loan and October 15, 2009 is the deadline for final design and construction plans.

Stormwater Management Bylaw: The Stormwater management Bylaw is EPA mandated. This Stormwater Management Bylaw would help to protect the environment. The Planning Board would be the enforcing agent. Motion made (Letendre/Fritze) to have the clerk send a letter in support of this bylaw passed 2/1. Commissioner O'Coin cast an opposing vote.

Sewer Commissioners: The Sewer Commissioners were invited to attend this meeting to discuss the water meters, billing and other related budget items. The Sewer budget pays \$1.00 for every Sewer account, 25% of the clerks' salary and 50% of the billing cost. After some discussion it was agreed that the split of salary and billing was a fair split. The Water Commissioners want to investigate the \$1.00 per Sewer account. The \$1.00 is for meter maintenance as the Water Department meters are responsible for the Sewer charge on the billing. Mr. McNeil was directed to investigate the meter reading costs, cost of maintaining the meters, cost for fuel, wear and tear on the truck and cost to replace the meters. The results of this investigation will be discussed between the two boards at a later date.

The water meter for the Sewer Plant was also discussed. An Orion representative looked at the meter. An Orion head can be placed on the present meter and will be able to be read by our interrogator. Mr. Karpowicz would like to see something in writing from Orion that this is possible.

New Business:

The amount owed for the Safe Drinking Water Act from DEP is less than last year. This amount is offset by the amount charged to the Court House for fire protection. The clerk was directed to check the bills and charge the Court House accordingly.

The next regularly scheduled meeting of the Water Commissioners, March 11, 2009, is canceled. The next meeting will be the rate increase hearing scheduled for March 12, 2009 at 7:00PM. Another Water Commissioners meeting is scheduled for March 19, 2009 at 4:00 PM.

There are three suspected water leaks, 17 Condon Drive, the Congregational Church and 51 Paxton Road. These will be checked out by the Water Department technicians.

Spring NEWWA Conference: The Conference is scheduled for April 1st and 2nd. Mr. McNeil and Jack Mitchell of Weston & Sampson will speak at the Conference. Mr. Karpowicz and Margaret McCarthy of Weston & Sampson will give tours of the Meadow Road Water Treatment Facility. This will fulfill a part of our obligations mandated from DEP concerning the Town of Spencer Water Emergency.

The meeting adjourned at 7:30.