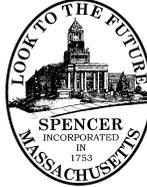


TOWN OF SPENCER, MASSACHUSETTS
OFFICE OF THE
WATER DEPARTMENT

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 August 19, 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.
Robert O. Fritze, Jr

Staff present: Susan L. Lacaire, Junior Clerk

Others present: Mike Knox, Leicester Water Department

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

There were no invoices to reviewed or sign.

The minutes of August 12, 2009 were approved. Motion Letendre/Fritze passed 2/0.

Massachusetts Water/Wastewater Agency/Responses Network (WARN): Mike Knox of the Leicester Water Department spoke to the Commissioners about WARN. MAWARN is a Water/Wastewater Agency Response Network that allows water and wastewater systems in Massachusetts to receive rapid mutual aid and assistance from other systems in MA to restore services damaged by natural or man-made incidents. Utilities sign the MAWARN standard agreement, which then allows them to share resources with any other system in MA that has also signed the standard agreement. MAWARN is available to all public water and wastewater systems in MA. Participation is voluntary, and is not mandated by any local, state, or federal regulation. In MA, there is no fee to participate in the program. During an emergency, the process and procedures to give and receive mutual aid and assistance are governed by the articles in the MAWARN agreement. The agreement covers issues such as requesting assistance, giving assistance, reimbursement, worker's compensation, and dispute resolution. There is no fee to join MAWARN, and assistance is provided on a voluntary basis only-there is no requirement to respond or to provide resources. MAWARN is developed and managed by MA water and wastewater systems, so it is established to benefit you to the

highest degree possible in terms of giving and receiving aid. Some emergency aid is contingent upon a disaster declaration from a local or state official. MAWARN does not require a state disaster declaration, which means systems can get needed resources faster. MAWARN members will have access to a database of other systems within the state, including a contact person's name and information, as well as the resources that the utility can provide. All New England states are implementing WARNs. Future planning includes eventually developing interstate WARNs that will be linked so that member systems may help one another across state lines. Motion made (Letendre/Fritze) to join MAWARN. (Passed 2/0)

Review of Letter Regarding Effective Date: The letter to be sent to the Water Department customers to clarify the effective date of the rate increase was reviewed by the Commissioners. Motion made (Letendre/Fritze) to send the letter as written to the Water Department customers. (Passed 2/0)

57 Valley Street: Motion made (Letendre/Fritze) to allow the owner of 57 Valley Street to convert from multiple meters to one meter. The multiple meters will be left in place in case the building converts to condominiums. (Passed 2/0)

Evaluation of Robert D. McNeil III, Superintendent: The Commissioners completed the evaluation sheets of Robert D. McNeil III and gave them to Chairman David O'Coin to compile.

New Business: Motion made (Fritze/Letendre) to charge the Spencer Agricultural Association one minimum charge and the usage total of all the meters combined. (Passed 2/0)

Motion made (Letendre/Fritze) to adjourn at 6:45 (Passed 2/0)