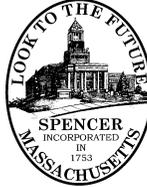


TOWN OF SPENCER, MASSACHUSETTS
OFFICE OF THE
WATER DEPARTMENT

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.

TEL. 508-885-7525
FAX: 508-885-9416
TTY: 508-885-7525

Minutes of Meeting held March 19, 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: Paul E. Shirois, Tata & Howard
Paul B. Howard, Tata & Howard
Shira A. McWaters, Tata & Howard

Meeting was called to order at 4:10 p.m.

Invoices were reviewed and signed.

The minutes of February 11, 2009 were approved. (Passed 3/0)

The minutes of the Rate Hearing held March 12, 2009 were approved. (Passed 3/0)

Tata & Howard Presentation of Final Design-Two Zone Pressure System: Paul Shirois, Paul Howard and Shira McWaters, of Tata & Howard, presented to the Commissioners their final design of the Two Zone Pressure System. Their presentation included:

Advantages of Tata & Howard

- Experience
 - Modeled impacts to the community
 - Team approach-Key points
 - Knowledge of construction impacts
- Service

- Corporate commitment to service Spencer
- Proven project team with Town history
- Local staff/Regional DEP experience

Local Service

- Local presence servicing neighboring Towns
- Proven project team
- Past history and knowledge of community
- Design and construction phases

System Knowledge-Key Points

- Hydraulic Grade line
 - Grove Street limitations
 - Tank site access
- Communication with public
- Schedule-Stimulus funds/Zoning impacts
- Final design report-Importance

Additional Discussion Topics

- Re-alignment of service boundary
 - Capital cost savings/asset management
 - Less water main replacements
- Chlorination (Highland Street versus Moose Hill)
 - Modeling/Monitoring residuals
- Storage Tank Type-Savings through competition
- Energy conservation
 - Direct savings versus capital costs w/Incentives
 - Future O&M expenses will impact realized savings

Cost Enhancements

Modeling & Final design report	\$ 6,100
Survey & Borings	\$27,300
Design (tank, pump station, mains)	\$87,000
Permitting & SRF application	\$11,800
Bid & Award	<u>\$11,700</u>
Subtotal	\$143,900
Photovoltaic & Wind (deduct)	(\$24,500)
Total without photovoltaic	\$119,400

Potential Project Enhancements

<u>Item</u>	<u>Budget Range</u>
• Verify hydraulic model	\$4,000 - \$7,000
• Communications	\$2,000 - \$5,000
• 3D Booster pump station	TBD
• Web pages	TBD
• Extended Period Simulations	\$3,000 - \$5,000

Team with Tata & Howard

- Experience
 - Local Team Serving Spencer

- Service
 - Approach designed to meet hydraulics needs
 - Working knowledge of sites and routes
 - Schedule – Ready to meet ACO/SRF
- Costs
 - Value & efficiency

There was a question and answer period.

Vote on Rate Change: After some discussion, motion made (Fritze/Letendre) to increase the FYI 2010 – FYI 2011 water rates to be effective July 1, 2009. The first increase will be based on the reads of April 2009 to June 2009. (Passed 3/0)

WATER RATES

		CURRENT
cu-ft/quarter		
First 1,500 cf	Flat rate	\$58.76
1,500 to	5,000 cf	\$2.95
5,000 to	8,000 cf	\$3.11
8,000	And up	\$3.33

	FUTURE	EFFECTIVE July 1, 2009	EFFECTIVE July 1, 2010
cu-ft/quarter			
First 1,500 cf	Flat rate	\$99.96	\$129.92
1,500 to	5,000 cf	\$5.02	\$6.52
5,000 to	8,000 cf	\$5.29	\$6.88
8,000	And up	\$5.66	\$7.36

After some discussion, motion made (Fritze/O’Coin) effective July 1, 2009 to begin charging the Fire Service Charge that is in place. (Passed 2/0 Letendre abstained)

FIRE SERVICE FEES (Sprinkler/Fire Protection)

Annual Charge (\$50 per inch of sprinkler service line)

SIZE	COST
2-inch	\$100
4-inch	\$200
6-inch	\$300
8-inch	\$400
10-inch	\$500
12-inch	\$600

After some discussion motion made (Letendre/Fritze) effective July 1, 2009 to charge other Service Fees as follows:

OTHER SERVICE FEES

PERMIT FEES:	\$150 for Service Lines up to a 4-inch diameter \$300 for Service Lines above 4-inch diameter
TIE-IN FEES:	\$1,500 for single dwelling \$ 750 per additional unit for multi-unit dwellings \$ 300 per inch for services or taps larger than 4-inch Diameter
NEW WATERMAIN (Subdivisions or Extensions)	\$2.25 per foot plus subject to all tie-in fees
LATE FEE:	\$15 per quarter, each quarter in arrears per month Plus 1% interest
ON/OFF FEE:	\$60 per occurrence
HYDRANT USE:	\$120 (meter installation required) plus cost of water used
FIRE FLOW TEST:	\$200 (includes fire protection service testing)
FROZEN METER REPLACEMENT	Actual cost of materials plus employee(s) time (x2) to include overhead costs
BACKFLOW PREVENTOR INSPECTION FEE:	\$75
AFTER HOURS SERVICE CALL	Actual cost of materials plus employee(s) time (x2) to include overhead

Passed (3/0).

Weston & Sampson presentation of Final Design-Two Zone Pressure System:

Margaret McCarthy and a team from Weston & Sampson presented to the Commissioners their final design of the Two Zone Pressure System. Their presentation included:

- Tank circulation issues (inlet/outlet design)
- Off peak pumping rates (energy savings)
- High Street (low pressure concerns)
- Tank overflow @ (cl.760-765)
- Wilson Street vs. Grove Street
- Solar vs. wind turbine
- \$4/kw (better value) 600/kw (12 year payback) @(1M kw/yr) net metering
- SRF loan & schedule

Final Design-Two Zone Pressure System Vote: After some discussion, motion made (Letendre/O'Coin) to hire Tata & Howard to do the Final Design of the Two Zone Pressure System. (Passed 3/0).

The meeting adjourned at 9:00.