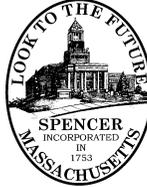


TOWN OF SPENCER, MASSACHUSETTS
OFFICE OF THE
WATER DEPARTMENT

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 4, 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: Chris Woodcock, Woodcock & Associates
Margaret McCarthy, Weston & Sampson
Barbara Cook, Weston & Sampson

Meeting was called to order at 4:30 p.m.

Invoices were reviewed and signed.

The minutes of January 14, 2009 were approved. (Passed 3/0)

Barbara Cook, of Weston & Sampson, spoke to the Commissioners about the SRF low interest loans. June 30, 2009 is the deadline to apply for this loan and October 15, 2009 is the deadline for final design and construction plans. Ms Cook further explained that Stimulus money is "shovel ready" money. Spencer must stay aggressive with planning and be ready.

Mr. McNeil told the Commissioners Spencer is on the short list for SRF low interest loan. He explained that usually the short list is THE list. However there are no guarantees.

Greg Karpowicz explained to the Commissioners that revenues were down because consumption was lower than last year. This could be because people are using less water and the new meters are registering true usage and not as many residences need to be

estimated. 38 Water services have been terminated due to foreclosures, nonpayment or residents vacating homes that have not sold.

Rate Study: Chris Woodcock presented a draft Rate Study to The Commissioners. The figures presented were preliminary and for discussion only. The rates, in order to support the figures of the FY10 budget, would have to increase. The Commissioners realize improvements must be made, under DEP ACP and that expenses are on the rise. Many ideas were exchanged.

FY 2010 Budget: The Commissioners discussed the Budget and items to cut to reduce costs:

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.

The Commissioners will continue to discuss the budget and rate study at their next meeting (Wednesday, February 11th at 4:00PM).

Other:

The February 11, 2009 Water Commissioners meeting is to begin at 4:00 PM.

Ginny Scarlet is scheduled to speak with the Commissioners about the Storm water Management Bylaw at the February 11th meeting.

The Board of Water Commissioners invites the Sewer Commissioners to attend their meeting, February 11th at 6:30, to discuss water meters, billing and other related budget items.

A Rate Increase Hearing is to be scheduled for March 12, 2009 at 7:00PM.

A Water Commissioners meeting is to be scheduled for March 19, 2009 at 4:00PM.

Mr. McNeil advised the Commissioners a site for the storage tank for the two pressure zone system must be chosen soon. Lake St is the only Town owned site.

The meeting adjourned at 7:30 PM.