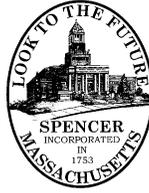


**TOWN OF SPENCER, MASSACHUSETTS**  
**OFFICE OF THE**  
**WATER DEPARTMENT**

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

3 OLD MEADOW ROAD  
SPENCER, MA. 01562



SUPERINTENDENT  
STEVEN J. TYLER, P.E.

TEL. 508-885-7525  
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**Minutes of Meeting held October 7, 2015**

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 O'Coin  
Norman Letendre, Jr.  
Robert Fritze, Jr.

Staff present: Steven Tyler, Superintendent  
Gregory Karpowicz, Chief Water Operator  
Carol Dearborn, Sr. Clerk

Meeting was called to order at 5:05 pm

Read and accepted minutes for September 2, 2015

Reviewed invoices & signed vouchers

Signed Monthly Commitment

Signed Quarterly Commitment

**Review of Awards/Citations to be displayed at Utilities & Facilities Office, 3 Old Meadow Road:**

Public Water Systems Award/2015 Water Conservation Award presented to the Spencer Water Department by the Department of Environmental Protection's Drinking Water Program for its outstanding performance in 2014. Recognized for conserving our drinking water to ensure we have enough water for future generations and to minimize impacts to our water resources, a major undertaking of a public water system.

Official Citation from the Commonwealth of Massachusetts State Senate presented to the Spencer Water Department in Recognition of: "Outstanding efforts and dedication to providing clean drinking water to the community".

Official Citation from the Commonwealth of Massachusetts State Senate presented to Steven Tyler in Recognition for: "Central MA Regional Planning Commission Award for Transportation Planning".

Stormy Award 2014 presented to Town of Spencer by the New England Stormwater Collaborative for the formation of the Central Massachusetts Regional Stormwater Coalition. Recognition for: "Regional Collaboration for Enhanced Stormwater Program Efficiency", Best Stormwater Idea in New England.

**Update to Water Terminations:** Review list of water shut-offs on September 29<sup>th</sup>, 2015.

**Review of Meadow Well Report:** Bristol Engineering Advisors, Inc., Peter Newton, letter dated September 1, 2015. Summary pursuant to the evaluation of the Meadow Well and the long-term sustainability of the Spencer groundwater supply. Meadow Well screen suffered a compression deformation likely caused by land subsidence due to changes in hydrostatic pressure within the aquifer formation either from pumping, seasonal changes in recharge or a combination of both. Seasonal changes affect land surface and elevation and it is recommended to have 6 site survey services to be performed at the Meadow Well site to evaluate the potential effects in consideration of replacement of Meadow Well in the future. Sherman & Frydryk, LLC will conduct well surveys at a cost of \$3,600.00. Norman motioned, David seconded, for well surveys.

**Liberty Chevrolet truck update:** Truck is being built the week of October 15<sup>th</sup>, 2015 Liberty Chevrolet should receive the truck around October 19<sup>th</sup>, 2015. A plow will be put on truck which could take up to two week. Water Department should receive the truck the beginning of November 2015.

**12 Langevin St :** Resident in attendance looking for payment plan for past due bill. Water Commissioners reviewed past water bills, payments, and current balance. David motioned, Norman seconded in favor of payment agreement. Balance of outstanding balance to be paid in full by May 23, 2016.

**2 McDonald St :** Water Commissioners review of hardship letter request. Review of resident's past water bills, payments, and current balance. David motioned, Norman seconded in favor of payment agreement. Balance of outstanding balance to be paid in full by February 1, 2016.

**8 Charron St :** Water Commissioners review of hardship letter request. Review of resident's past water bills, payments, and current balance. David motioned, Robert seconded in favor of payment agreement. Balance of outstanding balance to be paid in full by December 15, 2015.

**6 Parent St :** Water Commissioners review of hardship letter request. Review of resident's past water bills, payments, and current balance. David motioned, Robert seconded in favor of payment agreement. Balance of outstanding balance to be paid in full by October 30, 2015.

**95 Meadow Rd :** Water Commissioners review of hardship letter request. Review of resident's past water bills, payments, and current balance. Robert motioned, Norman seconded in favor of payment agreement. Balance of outstanding balance to be paid in full by October 9, 2015.

Public Meeting Adjourned at 6:10 pm, motion by Norman, seconded by Robert.