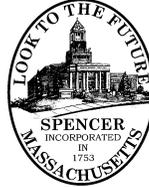


TOWN OF SPENCER, MASSACHUSETTS
OFFICE OF THE
WATER DEPARTMENT

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.

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Minutes of Meeting held May 2, 2012

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

Staff present: Steven Tyler, Superintendent
Gregory Karpowicz, Chief Water Operator
Susan Lacaire, Clerk

Meeting was called to order at 5:00 P.M.

Invoices were reviewed and signed.

The minutes of April 4, 2012 were approved. Motion Letendre/O'Coin passed 3/0.

Resident Questions: Resident of 103 Maple Street asked for abatement as they vacated the house and turned the water off on the inside. They were given incorrect information at Town Hall. They were not aware the water must be shut off in the street so as not to incur a Water Bill. Motion made to abate the Water Bill \$129.92 for the quarter the house was vacant, passed 3/0. An appointment is to be made to shut the water off in the street and the account shall be made inactive.

Water Use Restriction: Resident questioned use of water for new grass. Commissioners want resident to abide by Water Restrictions and not water between the hours of 9:00AM and 5:00PM. This would be better for grass. Pools can be filled any time, but residents are encouraged to do it before 9:00AM and after 5:00PM.

Terminations: Motion made O'Coin/Letendre to accept Master Card and Discover to pay Water/Sewer terminations, passed 3/0. Motion made O'Coin/Letendre to allow

customers to make agreements after their water has been turned off, passed 3/0. Motion made O'Coin/Letendre to call in Water Department personnel after 3:30PM to turn water on for customers that pay terminations. Personnel will be paid overtime for four hours. This will be charged to the customer's account. This motion passed 3/0. Motion made Letendre/Fritze to change terminations to 30 days past due, passed 3/0.

Draft of Rules & Regulations for review: Mr. Tyler and Mr. Karpowicz will work on this and present the finished Rules and Regulations to the Commissioners for their approval.

Second Meter: This will be discussed at the June 6, 2012 meeting.

Two Zone Pressure System Update: The stairs at the Highland Street site need to be completed. The Highland Street Tank repairs need to be completed. The outside vent at the Meadow Road Plant needs to be completed.

Emergency Generator Cranberry Brook Well Update: The gas line installation is in progress.

Motion made (Letendre/Fritze) to adjourn at 6:30PM (Passed 3/0)