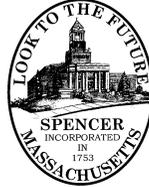


TOWN OF SPENCER, MASSACHUSETTS
OFFICE OF THE
WATER DEPARTMENT

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 December 5, 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
Greg Karpowicz, Chief Water Systems Operator
Debra Graves, Clerk
Rebecca Pedone, Jr. Clerk

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

Motion by David to go into Public Hearing at 5:00pm to discuss Termination Policy, seconded by Robert, and in favor Norman.

Reviewed Termination Policy. Motion by David to accept the Termination Policy, seconded by Norman and in favor Robert.

Motion by David to leave public hearing and resume regular meeting at 5:25PM seconded by Norman, and in favor, Robert.

Minutes of Water Commissioners meeting held December 5, 2012

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Read and accepted minutes for November 7, 2012

Review invoices & sign vouches

Status of Termination Policy: New Water Department Termination Policy to be in effect as of December 5, 2012.

E-Billing: One resident is currently signed up. Notices will be sent out with January water/sewer billing to residents informing them of the E-billing availability.

General Service Agreement with Tata & Howard: Engineering contract to assist the Water Dept. Contract to be voted on at next water commissioners meeting.
Motion by Norman for a contract seconded by, David and in favor, Robert.

Resident Questions

4 Paxton Rd: Resident concerned with high water usage. Resident met with commissioners for payment plan. A termination notice to resident will be issued she will have 30 days from notice to pay bill, if not able to pay she has 15 days to contact the office for another hardship appointment with the commissioners.

9A & 9B Cottage St: Reviewed letters sent to property owners.

Public Meeting Adjourned at 6:00PM, motion by Norman, seconded by David, and in favor, Robert.