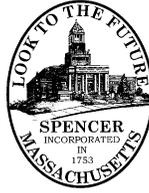


TOWN OF SPENCER, MASSACHUSETTS
OFFICE OF THE
WATER DEPARTMENT

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

Minutes of Meeting held August 7, 2013

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
Robert O. Fritze, Jr.

Staff present: Steven Tyler, Superintendent
Greg Karpowicz, Chief Water Systems Operator
Jill Gallagher, Jr. Clerk

Others: Resident, 18 Prospect Street

Meeting was called to order at 5:25 P.M.

Read and accepted minutes for July 10, 2013

Reviewed invoices & signed vouchers

1. 18 Prospect Street: Water Commissioners reviewed previous agreement dated April 10, 2013. Resident agreed to continue making payments and will be current in August. Robert motioned not to charge a late fee on July bill, second by David, unanimous vote.
2. 74 Cherry Street: Water Commissioners reviewed previous water bill issues. Robert motioned to put resident on the termination list due to nonpayment, second by David, unanimous vote.
3. Knox Trail Jr. High School: Water Commissioners reviewed water bill. Robert motioned to issue credit for over payment, second by David, unanimous vote.
4. Tata and Howard: Water Commissioners reviewed the Unaccounted for Water Compliance Plan proposal from Tata and Howard dated July 23, 2013. David motioned to proceed with the UAW plan proposal under our existing General Services Agreement (GSA) seconded by Robert, unanimous vote.
5. 21 Roys Drive: Water Commissioners reviewed letter from property owner dated July 18, 2013 stating they have water on for only about two and half months. They pay an off/on fee. Will further discuss at the next meeting.

Public Meeting Adjourned at 6:25 PM, motion by David, seconded by Robert, unanimous vote.