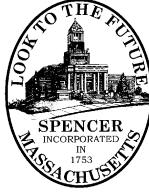


TOWN OF SPENCER, MASSACHUSETTS

OFFICE OF THE WATER DEPARTMENT

NORMAN C. LETENDRE, JR., CHAIRMAN
EBEN J. BUTLER, CLERK
STANLEY R. DAVIS, MEMBER



PETER BORIA,
SUPERINTENDENT

3 OLD MEADOW ROAD
SPENCER, MA. 01562

TEL. 508-885-7525
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Minutes of Meeting held February 7, 2024

Meeting of the Board of Water Commissioners held at the Water Department, 3 Old Meadow Rd, Spencer, MA. (Documents are on file at the Utilities and Facilities Office)

Members present: Norman Letendre
Eben Butler
Stanley Davis

Staff present: Peter Boria, Superintendent
Gregory Karpowicz, Chief Operator
Kim Snyder, Sr. Clerk

Meeting was called to order at 5:00pm

Review invoices and sign vouchers

Sign Monthly Commitment

Vote to approve Public Meeting Minutes January 3, 2024

Eben made motion to approve January 3, 2024 minutes, seconded by Norman, all in favor, Stanley. (Eben/Norman/Stanley) passed 3/0 with a roll-call vote: Eben-yes, Norman-yes, Stanley-yes.

Release of Executive Session Minutes for dates 9/10/20, 4/6/22 and 8/3/22:

Eben made motion to approve September 10, 2020, April 6, 2022 and August 3, 2022 minutes, seconded by Norman, all in favor, Stanley. (Eben/Norman/Stanley) passed 3/0 with a roll-call vote: Eben-yes, Norman-yes, Stanley-yes.

Water Department Projects:

- Review revised scope of work from Bristol Engineering: Tabled until next meeting.

Office Supplies:

- Budget Blinds of Charlton submitted a quote of \$2,124.20 to replace the blinds in the front office and install solar shades on the windows in the lobby. Eben made motion to approve the blinds and shades for the front office, seconded by Norman, all in favor, Stan.
- Office Desk for U&F office: Eben made motion to approve the purchase of the Office Desk from Uline in the amount of \$1,185 with cost to be split between the Highway Dept, U&F Office and the Water Dept., seconded by Stan, all in favor, Norman.

Resident Concerns

- 24 Temple St: Owner had a leak that has been fixed. He would like to discuss an abatement of the January bill. Water Commissioners would not abate the bill stating the water ran through the meter.
- 17 Bixby Rd: Owner is requesting payment agreement for balance of \$350.48 paying \$100 every two weeks beginning 2/15/24. Eben made motion to accept the agreement and waive late fees, seconded by Norman, all in favor, Stan.

Meeting was adjourned at 5:23pm. Motion by Eben, seconded by Norman, all in favor, Stan.

The Board voted and approved minutes on 4/3/24.

*Respectfully Submitted,
Kim Snyder*