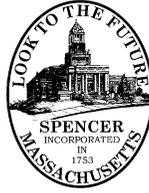


TOWN OF SPENCER, MASSACHUSETTS
OFFICE OF THE
WATER DEPARTMENT

NORMAN C. LETENDRE, JR.
EBEN J. BUTLER
STEVEN J. TYLER



SUPERINTENDENT
BILL KRUKOWSKI, P.E.

3 OLD MEADOW ROAD
SPENCER, MA. 01562

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Minutes of Meeting held December 4, 2019

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

Members present: Norman Letendre, Jr.
Eben Butler
Steven Tyler

Staff present: Bill Krukowski, Superintendent
Greg Karpowicz, Chief Operator
Kim Snyder, Sr. Clerk
Debra Graves, Sr. Clerk

Meeting was called to order at 5:03pm

Read and accepted minutes for November 6, 2019

Reviewed invoices & signed vouchers

Signed Monthly Commitment

Global Direct Contract:

- Water Commissioners reviewed The Global Direct bill print and mail proposal. Eben motion to renew the contract, Norman seconded and in favor Steven.

Casey Street water main:

- Water main repairs/replacements work is completed.

Main Street Looping Project:

- Services are done.
- Water line installed and operational.

Water Operator Position:

- Water Commissioners discussed creating a position for a laborer. Eben motion to advertise for Water Operator and Laborer positions, Norman seconded and in favor Steven.

Water Rates:

- Superintendent provided Water Commissioners with 2 proposals. Water Commissioners would like additional information. Eben motioned for Superintendent to obtain number of users, % of rate increase and new tier schedule, Steven seconded and in favor Norman.

CJP Punch List:

- Work is done for the season.
- Per the contract, work must be completed by July 2020.
- There are several issues to be addressed.

Resident Concerns

- 1 Sunset Ln: Water shut-off on 11/12/19 for 3 payments returned for insufficient funds. Payment made in full on 11/14/19. Water turned back on.
- 30 Bay Path Rd: Requesting late fees waived. Post office delivered water bill to neighbor. Neighbor brought bill to owner on 11/16/19. Never late on water bill since purchasing house in 2008. Eben motion to waive late fees, seconded by Steven and in favor Norman.
- 1 Bay Path Rd: Requesting late fees waived stating she never received bill. Never late on water bill. Eben motion to waive late fees, seconded by Steven and in favor Norman.
- 7 Greenville St: Water was shut off because of looping project. House is vacant. May have to credit owner \$265.21 for October bill (7/1/19-9/30/19). Eben motion to credit owner 100% of Water bill, seconded by Norman and in favor Steven.

Public Meeting Adjourned at 6:16pm, Motion by Steven, seconded by Eben and in favor Norman.

The Board voted and approved minutes on 1/9/20.