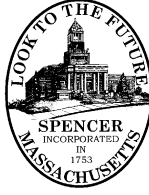


TOWN OF SPENCER, MASSACHUSETTS
OFFICE OF THE
WATER DEPARTMENT

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



WILLIAM J. CUNDIFF, P.E.,
SUPERINTENDENT

3 OLD MEADOW ROAD
SPENCER, MA. 01562

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Minutes of Meeting held February 1, 2023

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

Members present: Norman Letendre
Eben Butler
Steven Tyler

Staff present: William J. Cundiff, P.E., Superintendent
Debra Graves, Sr. Clerk

Other: Jeffrey Bridges, Town Administrator
Frank White, Sewer Commissioners
John Howard, BOS

Dial-in: Gary Woodbury, BOS
James Laplante, Sewer Superintendent

Meeting was called to order at 5:00pm

Review invoices and signed vouchers

Vote to approve Public Meeting Minutes December 6, 2022.

Steve made motion to approve December 6, 2022, minutes, seconded by Eben, all in favor, Norman.

Resident Concerns

6 Maple St: There was a fire at the property on 4/4/2022 (No service card on this) been vacant since then. Install new meter on 1/12/23 Requesting abatement on Jan. bill. Steven made a motion to abate \$223.55, second by Eben, all in favor Norman.

141 Main St: No usage - building was vacant since September 2022. Frozen pipes had leak and Chief Parson shut valve off in basement. (No service card on this) Should bill be abated? Eben made a motion no action on this, Second by Norman, all in favor Steven.

Old/New Business

Update on Ongoing Projects:

- Water Commissioners reviewed the Capital Expenditure Request for FY2024 – FY2028
- Meadow Road Well Cleaning: The pump should be in next week.
- Proposal from Tata & Howard Filter tank rehab design plan will be going out to bid next year.
- Fire Dept Meter rate: Discuss the water fees for the Fire Dept. meter. Steve made a motion to charge the base fee of \$150.00 for the first 1500 cubic feet and above 1500 cubic feet charge \$7.12 per 100 cubic feet for the Fire Dept., seconded by Norman, all in favor, Eben.
- Sewer abatement: Discuss sewer abatement for October bill. Eben made a motion to abate \$597.57, second by Norman, all in favor Steven.
- So Spencer Rd Boundary & Markers Survey: Cost estimate to set 3 granite bounds is \$5,000. Eben made a motion to approve the boundary markers, second by Norman, all in favor Steven.
- Backflow charges for Town Depts: Discuss billing municipals for backflow. Steven made a motion going forward to start billing municipal for backflow, second by Norman, all in favor Eben.
- Smithville Rd temp paving Stantec Engineering Services: Contract Amendment needs authorization for additional engineering services in the amount \$2,220 Eben approval the amendment, second by Steven, all in favor Norman.
- NBM Proposal for Sharp BP 70M36 Digital Copier: Review the copier proposal which will be split between departments. Eben made a motion to approve the proposal, second by Norman, all in favor Steven.

Meeting was adjourned at 5:59pm. Motion by Eben, seconded by Steve, all in favor, Norman.

The Board voted and approved minutes on 3/2/23.

*Respectfully Submitted,
Debra Graves*