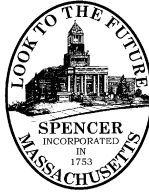


**TOWN OF SPENCER, MASSACHUSETTS**  
**OFFICE OF THE**  
**WATER DEPARTMENT**

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



WILLIAM J. CUNDIFF, P.E.,  
SUPERINTENDENT

3 OLD MEADOW ROAD  
SPENCER, MA. 01562

TEL. 508-885-7525  
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**Minutes of Meeting held July 6, 2022**

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  
Member remotely: Steven Tyler

Staff present: William J. Cundiff, P.E., Superintendent  
Gregory Karpowicz, Chief Operator  
Debra Graves, Sr. Clerk

Meeting was called to order at 5:02pm

Review invoices and signed vouchers

Signed monthly commitment

**Vote to approve Meeting Minutes for June 1, 2022.**

Eben made motion to approve June 1, 2022, minutes, seconded by Steve, all in favor, Norman.

**Old/New Business**

**Update on Ongoing Projects:**

- **Moose Hill Ladder Project:** Completed. Awaiting photos, Credit Change Order and Payment Requisition Form.
- **Meadow Road Well Cleaning:** Currently out to Bid. Bids due on July 14, 2022 at 10:00am.
- **Meadow Road Filter Media Repair:** Tank report received. Requesting a proposal for assistance from Tata & Howard in preparing a SRF application. The Water Department is considering having all the tanks done at the same time.
- **Water Department Roof:** No change in status. Still on hold until response is received regarding the tank inspection and cleaning.
- **Smithville Road Water Main Replacement:** Completed

**Water Rules & Regulations Updates Discussion:** To be reviewed at next meeting.

Meeting was adjourned at 5:45pm. Motion by Eben, seconded by Steven, all in favor, Norman. Roll call vote Eben-yes, Steven-yes, Norman-yes.

*The Board voted and approved minutes on 8/3/22.*

*Respectfully Submitted,  
Kim Snyder*