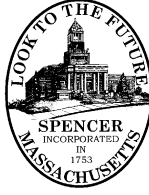


TOWN OF SPENCER, MASSACHUSETTS
OFFICE OF THE
WATER DEPARTMENT

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

Minutes of Meeting held October 5, 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
Steven Tyler

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

Meeting was called to order at 5:05pm

Review invoices and signed vouchers

Signed monthly commitment

Vote to approve Public Meeting Minutes September 7, 2022.

Steve made motion to approve September 7, 2022, minutes, seconded by Norman. (Roll call vote: Steve-yes, Norman-yes)

Resident Concerns

- **93 Cherry St** – Owner is requesting payment agreement for \$340.38 balance to be paid in 2 installments, October 1st and November 1st. Was on SF shut-off list. (Paid \$170.19 10/3/22) Steve made motion to approve payment plan, seconded by Norman.
- **2 Water St** – Hardship letter. Owner is requesting payment agreement for \$495.76 balance to be paid in 4 installments – \$140 Sept 23rd (Pd \$140 9/23/22), \$140 Oct 7th, \$140 Oct 21st, \$75.76 Nov 4th. Steve made motion to approve payment plan, seconded by Norman.

Old/New Business

Update on Ongoing Projects:

- **Water Department Roof:** Project on hold. Superintendent continues to monitor the roof for leaks.
- **Meadow Road Filter Media Repair:** SRF loan was applied for, awaiting response.
- **Moose Hill Tank Ladder Replacement:** Superintendent reviewing final invoice. DN Tanks are reviewing payment requisitions.
- **Meadow Road Well Cleaning:** Currently ongoing.
- **Smithville Road Project:** Nearly 100% complete notwithstanding 5% retainage on the paving portion.
- **Meadow Road Waterline:** Requesting funding from Capital to abandon the 8" cast iron line and connect services to the existing 12" line between the pump station and the Highway Department.

Bulk Water Rate for Pool Suppliers: Public Hearing to be scheduled.

MOU for GIS share: Superintendent waiting to hear back from National Grid.

Meeting was adjourned at 5:31pm. Motion by Steve, seconded by Norman.
Roll call vote: Steven-yes, Norman-yes.

The Board voted and approved minutes on 11/2/22.

*Respectfully Submitted,
Kim Snyder*