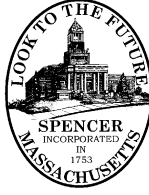


TOWN OF SPENCER, MASSACHUSETTS
OFFICE OF THE
WATER DEPARTMENT

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 April 7, 2021

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

Norman Letendre called the meeting to order at 5:01pm and announced that the meeting is being conducted remotely consistent with Governor Bakers Executive order. In order to mitigate the transmission of the COVID-19 Virus. We are currently meeting with a combination of members present and remote. All votes will be taken by roll call in accordance with regulation 940, CMR 29.10 of the Open Meeting Law.

Members present: Norman Letendre, Chairman
Dial in: Eben Butler
Steven J. Tyler, P.E.

Staff present:
Dial in William J. Cundiff, P.E., Superintendent
Dial in: Gregory Karpowicz, Chief Operator
Dial in: Kim Snyder, Sr. Clerk

Meeting was called to order at 5:01pm

Vote to approve Meeting Minutes for September 10, 2020 & March 3, 2021.

Steve made motion to approve the March 3, 2021 minutes as submitted, seconded by Eben, all in favor, Norman. (Steve/Eben/Norman) passed 3/0 with a roll call vote: Steve-yes, Eben-yes, Norman-yes.
Steve made motion to approve the September 10, 2020 as submitted, seconded by Norman, Eben abstained. (Steve/Norman) passed 2/0 with a roll call vote: Steve-yes, Norman-yes.

Discuss letter from Moose Hill Commission

Superintendent sent a letter to Moose Hill Commission responding to questions raised in a letter dated January 27, 2021 regarding Sugden Reservoir/Moose Hill Reservoir, Shaw Pond, Leicester-Spencer Partnership and One Centralized Water Commission. Superintendent will continue discussion on Moose Hill Reservoir once the requested 2011 Report is received.

Discussion on new Water Regulations

Superintendent will circulate once he completes his review of the regulations.

Discuss Tata & Howard Spencer-East Brookfield Interconnection Evaluation

Superintendent is waiting for a formal response from East Brookfield indicating that they will be funding the scope that was provided to them by Tata & Howard.

Water Meter/Software Upgrade Discussion

Commissioners agreed to delay updating the Water Meter Software until they are ready to move forward. Chief Operator reported that the current meter heads have a 20-year warranty with approximately 7 years remaining.

Discuss Water Department Roof

Superintendent received a proposal from architect, Dennis Ingramat Context Studios, LLC. Commissioners would like Superintendent to obtain more details from Dennis and act on proposal as soon as possible.

Ahearn Expansion/ Water Main Easement Commitments

Commissioners had concern over a recorded easement deed (WCRD Book 60068 Page 232) and if this is accurate. Further, if the activity occurring on the easement is allowable, Superintendent will research and report back.

Resident Concerns

- **23 Pearl St:** Hardship letter requesting agreement. He is having difficulties collecting rent from tenants and unable to work himself. Balance of \$889.25. Requesting to pay \$300 monthly (April, May & June). Motion made by Eben to establish a payment agreement, seconded by Steve, all in favor, Norman. (Eben/Steve/Norman) passed 3-0 with a roll call vote: Eben-yes, Steve-yes, Norman-yes.

Old/New Business

Commissioners questioned the balance remaining in the enterprise fund. Superintendent will research and report back.

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

The Board voted and approved minutes on 5/6/21.

Respectfully Submitted,

Kim Snyder