

**West Groton Water Supply District**  
**Minutes of the Monthly Meeting**  
**February 20, 2018**

Commissioner Blood opened the meeting @ 7:00 p.m. reading a statement that in accordance with the Commonwealth of Massachusetts Open Meeting Law, the meeting is open to the public and the public is welcome to attend; however, the purpose of the meeting is to efficiently conduct and stay focused on the business of the District. Individuals are not permitted to disrupt the meeting and should refrain from comment. Anyone wishing to comment must be recognized by the Chair. If anyone has a matter to discuss with the Board, they should notify the Clerk or Manager 4 days in advance of the meeting to be placed on the Agenda. The following persons were in attendance:

Robert E. Blood, Emmett B. Risdon, Douglas R. DeNatale, Commissioners  
Paul W. Curtin, General Manager

**Review of the Monthly Minutes:** The January 2018 Monthly Minutes were approved and accepted.

**Review of Monthly Invoices/Treasurer's Report:** The January 2018 invoices were approved and accepted.

**Review of Profit & Loss Statement and Balance Sheet:** The Profit & Loss Statement and Balance Sheet for January 2018 were approved and accepted.

**Proposed Budget FY2019:** The proposed budget for fiscal year 2019 was reviewed and discussed. We will need to include the new financing for the Townsend Rd. Well upgrade in this budget, although we are uncertain of the exact timing. We will include a motion at the annual meeting to allow the Commissioners to pay down our long term loans, by unanimous vote, using free cash. Dawn will update the proposed budget for the next meeting.

**Well Field Update:** We have received DEP approval and are waiting for USDA approval. Paul will ask Ali who is our official "Clerk of the Works" for the project. Doug will speak to Maura to clarify his request for some additional work and have her put together a proposal. The Commissioners and Paul agreed to have Frank Sullivan service the well motor at the Town Forest Well in Spring 2018, prior to the start of construction at Townsend Rd.

**Any Other Business:**

Our USDA Compliance Review is complete and went very well.

We are due for tank inspections this year, which Paul will be arranging.

As there was no further business, a motion was made and seconded to adjourn the meeting @ 8:57 p.m.

Respectfully Submitted,

Dawn M. Priest  
Interim-Clerk/Treasurer