

West Groton Water Supply District
Minutes of the Monthly Meeting
November 14, 2017

Commissioner Blood opened the meeting @ 7:02 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 October 2017 Monthly Minutes were approved and accepted.

Review of Monthly Invoices/Treasurer's Report: The October 2017 invoices were approved and accepted.

Review of Profit & Loss Statement and Balance Sheet: The Profit & Loss Statement and Balance Sheet for October 2017 were approved and accepted.

Well Field Update: The Commissioners were provided with a copy of the project schedule from Ali Parand, which was reviewed and discussed. An email from Maura Callahan with an update of what has taken place since the September monthly meeting was also reviewed and discussed. Doug would like more information regarding monthly progress meetings; Paul will speak with Ali for clarification. Doug raised the question of servicing the Town Forest Well pump in May/June of 2018 in order to prepare for the Townsend Road Well going offline during construction. The estimated cost to do so is expected to be roughly \$15,000. There was discussion as to whether this is necessary. Paul will obtain more information/quotes. Bob shared that some transformers are about 6 months out at this point. Paul will find out the size required per the specifications to look into availability.

Any Other Business:

Paul reported that flushing was completed with no problems.

There was some discussion regarding air in the lines from the Townsend Road Well Field. Water remains of high quality.

DEP performed it's 3-year inspection on November 1st. Everything went well and there are no major issues.

To date, about 50% of our customers have had a new Badger Meter installed. We are notifying customers by mail, and having a high response rate in doing so. We are awaiting our next shipment of meters in order to continue with scheduling replacements.

The garage is being cleaned out, at no charge to us. Dumpsters are being paid for by the individuals cleaning it out, and they are keeping the contents. It is expected to be completed by November 20th.

Dawn shared information regarding low income assistance that other area utilities offer to customers. The qualifications, screening process, and assistance options were discussed. It was decided to begin offering a low income discount to eligible customers, and guidelines were discussed and agreed upon. A mailing to notify customers will be included with the January quarterly billing, as well as providing the information to the Senior Center and publishing it on our website.

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