



**MENDON WATER BOARD
AGENDA
Thursday, January 8, 2004**

Inform board of availability of USDA funds for water problem in small towns of southern rural New England. Discuss process and viability of pursuing this as a long-term solution for route 140 customers.

Rules and Regulations: discuss changes to rules on Service Connections, review rules on Meters. We will work on rules for Fire Service Connections at the next meeting.

Public meetings or hearings: Discuss method of handling name calling and personal attacks

Review Minutes for November 20, 2003

Review mail

Approved February 19, 2004



**Town of Mendon
Water Commission
Meeting Minutes for
Thursday, January 8, 2004**

Meeting called to order by Chairperson, Ms. Shirley Smith at 7:00 P.M.

Ms. Shirley Smith, Mr. James Turner and Mr. Robert Carlson were present. Ms. Melissa Kakela-Bottoms the administrative assistant was also present.

Shirley Smith explained an idea for the possibilities of Mendon have their own well. There is a land that may be available on Cape Road. Mr. James Turner made a motion to investigate a solution to our water problems on Route 140. Mr. Robert Carlson seconds the motion. . Ms. Shirley Smith steps down and agrees. All three members agreed. Motion carried.

Mr. James Turner made a motion to use Tata & Howard Engineering for consultants. Mr. Robert Carlson seconds the motion. . Ms. Shirley Smith steps down and agrees. All three members agreed. Motion carried.

Mr. James Turner made a motion to forgive a water bill for 34 Cape Road due to a leak. Mr. Robert Carlson seconds the motion. . Ms. Shirley Smith steps down and agrees. All three members agreed. Motion carried.

Mr. James Turner made a motion to accept the minutes from November 20, 2003. Mr. Robert Carlson seconds the motion. All agreed. Motion carried.

The Board set the next meeting for January 22, 2004.

Mr. James Turner made a motion the Water Board paper work is done in house. Mr. Robert Carlson seconds the motion. Ms. Shirley Smith steps down and agrees. All three members agreed. Motion carried.

Mr. James Turner made a motion to adjourn the meeting. Mr. Robert Carlson seconds the motion. All members agreed. Motion carried. Meeting adjourned at 8:22 p.m.

Approved February 19, 2004



**MENDON WATER BOARD
AGENDA
Thursday, January 22, 2004**

Review final copy of meter regulations

Work on regulation for fees and fines

Review rough draft of annual report

Update with meeting the engineer

Review mail

Sign bills

Set meeting for February

Approved February 19, 2004



Town of Mendon
Water Commission
Meeting Minutes for
Thursday, January 22, 2004

Meeting called to order by Chairperson, Ms. Shirley Smith at 7:02 P.M.

Ms. Shirley Smith, Mr. James Turner and Mr. Robert Carlson were present. Ms. Melissa Kakela-Bottoms the administrative assistant was also present.

The Commissioners reviewed metered part of the rules and regulations. Reviewed some regulations for fees and fines. Also they reviewed rough draft or annual report. Ms. Shirley Smith gave an update on first meeting with an engineer rep from Tata & Howard.

The Commissioners set next meeting for February 19, 2004.

Mr. James Turner made a motion to adjourn the meeting. Mr. Robert Carlson seconds the motion to adjourn at 8:08 p.m.

Approved February 19, 2004



**MENDON WATER BOARD
AGENDA
Thursday, February 19, 2004**

Review Bellingham contract

Review Water Restriction Bylaw

Work on rules and regulations

Review budget for FY 2005 – budget hearing Wednesday, February 25, 2004 - 7:15 p.m.

Meeting with Bellingham Thursday, February 26, 2004

Set meetings for March

Review minutes for January 8, 2004 and January 22, 2004

Sign any bills

Approved March 25, 2004



**Town of Mendon
Water Commission
Meeting Minutes for
Thursday, February 19, 2004**

Meeting called to order by Chairperson, Ms. Shirley Smith at 7:00 P.M.

Ms. Shirley Smith, Mr. James Turner and Mr. Robert Carlson were present. Ms. Melissa Kakela-Bottoms the administrative assistant was also present.

The Water Commissioners discussed the Bellingham contract. They agree to meet with Bellingham Thursday, February 26, 2004 in Bellingham. The Commissioners reviewed and discussed the budget. They scheduled the next meeting for March 4, 2004.

Mr. James Turner made a motion to accept the minutes for January 8, 2004 and January 22, 2004. Mr. Robert Carlson seconds the motion. All members agreed. Motion carried.

Mr. James Turner made a motion to adjourn the meeting. Mr. Robert Carlson seconds the motion. All members agreed. Motion carried. Meeting adjourned at 8:40 p.m.

Approved March 25, 2004



**MENDON WATER BOARD
AGENDA
Thursday, March 4, 2004**

Meet with Bob Fennie



Town of Mendon
Water Commission
Meeting Minutes for
Thursday, March 4, 2004

Meeting called to order by Chairperson, Ms. Shirley Smith at 7:10 P.M.

Ms. Shirley Smith and Mr. Robert Carlson were present. Ms. Melissa Kakela-Bottoms the administrative assistant was also present.

Mr. Bob Fennie from Northeast Rural Water came to talk to the commissioners about the regulations the water commission has been working on. Mr. Finne gave his opinion. There should be a by-law that the water board is in control of the water system. Hydrants that are damaged by a car- get a police report and submit a claim to the insurance company for the cost of the repair. Build up a cross connection account – cross connections that are done to the cost of the businesses. Flow test should be done at the cost of the developer.

Meter fees so that wen a meter fails for a real reason water board can fix meter with no cost to water user. He also suggested that the board look into purchasing leak detection equipment and a few repairs kits.

The commissioners thanked Mr. Fennie for is advise and for taking time to explain different things.

Mr. Robert Carlson made a motion to adjourn the meeting. Ms. Shirley Smith steps down as Chairman and seconds the motion. Both agreed. Motion carried. Meeting adjourned at 9:40 p.m.



Town of Mendon
Water Commission
Meeting Minutes for
Thursday, March 25, 2004

Meeting called to order by Chairperson, Ms. Shirley Smith at 7:07 P.M.

Ms. Shirley Smith and Mr. Robert Carlson were present. Ms. Melissa Kakela-Bottoms the administrative assistant was also present.

The commissioners reviewed the rules and regulations. They also reviewed the budget and made corrections that were needed if we connect with Bellingham.

Mr. Robert Carlson made a motion to accept the minutes for February 19, 2004. Ms. Shirley Smith steps down as Chairman and seconds. Both members agreed. Motion carried.

The Board set the next meeting for April 8, 2004.

Mr. Robert Carlson made a motion to adjourn the meeting. Ms. Shirley Smith steps down as Chairman and seconds the motion. Both members agreed. Motion carried. Meeting adjourned at 8:25 p.m.



Town of Mendon
Water Commission
Meeting Minutes for
Thursday, April 8, 2004

Meeting was canceled due to no quorum



Town of Mendon
Water Commission
Meeting Minutes for
Wednesday, April 14, 2004

Meeting called to order by Chairperson, Ms. Shirley Smith at 7:00 P.M.

Ms. Shirley Smith, and Mr. Robert Carlson were present. Ms. Melissa Kakela-Bottoms the administrative assistant was also present.

Ms. Shirley Smith has been in contact with Bellingham and a flow test was done on the Bellingham side of the line and there is plenty of water. If there is a low flow from this point on it is in the Mendon water line. Ms. Smith has also been in contact with the Hopedale water department, if the purchase of water is not approved with Bellingham, Mendon and Hopedale would have a meeting immediately.

Ms. Smith has received phone calls from different residents about possible town owned land for the use of a town well. There are possibilities if Bellingham does not work out.

A landscaping company who would like to use the hydrants to fill up their tanks to do work for the septic line for the Clough School has contacted the commissioners. The commissioners would like to know how big the tanks are, how many times will the need to fill up, and they will be billed for the amount of water that is used. They need to know the answers before they allow any use of the hydrants.

Mr. Robert Carlson made a motion to adjourn the meeting. Ms. Shirley Smith steps down as Chairman and seconds the motion. Both agreed. Motion carried. Meeting adjourned at 8:20 p.m.



Town of Mendon
Water Commission
Meeting Minutes for
Thursday, May 6, 2004

Meeting called to order by Chairperson, Ms. Shirley Smith at 7:00 P.M.

Ms. Shirley Smith and Mr. Vincent Cataldo and Mr. Dwight Watson were present. Ms. Melissa Kakela-Bottoms the administrative assistant was also present.

Ms. Smith welcomed both members to the Water Board. Ms. Smith had a list of information that she has compiled over the past year if they wish to look over. The board discussed the different testing and who is responsible and the conditions of the hydrant.

The Board reorganized with Mr. Vincent Cataldo making a motion that Ms. Shirley Smith continues as Chairman. Mr. Dwight Watson seconds the motion. Ms. Shirley Smith accepts. All members in agreement. Motion carried.

The Board discussed the Water Restriction by-law. Ms. Smith explained that this is the DEP model and that many towns have used this as their own. Mr. Vincent Cataldo told Ms. Shirley Smith that anything discussed concerning the Water commission should be brought to all board members at a meeting.

The Commissioners reviewed the two articles for the annual town meeting. First was Article 7, this is to have a water by-law. Mr. Vincent Cataldo and Mr. Dwight Watson have concerns about passing a water by-law with only being on the board for a short period of time. The commissioners discussed the by-law in more detail. Mr. Vincent Cataldo made a motion to present this water by-law at the annual town meeting. Mr. Dwight Watson seconds the motion. All members agreed. Motion carried.

The other Article on the warrant is to enter into a contract with the Town of Bellingham to buy water and to set water betterments to the water users. Ms. Shirley Smith said that Bellingham will probably will not pass this at their Town meeting. But if a Mendon vote to pass and Bellingham refuses it will look better with the courts that Mendon at least tried. Mr. Vincent Cataldo has questions about any additional cost. Mr. Dwight Watson suggests that all parties involved Milford Water Company, Town of Hopedale and Town of Mendon should sit down and discuss a solution.

Mr. Vincent Cataldo believes that this Article 8 should go. Maybe there should be a round table discussion with pass water commissioners. Talk to the Town of Hopedale and discuss any offer to Mendon. Why bring this to the people without seeing what Bellingham votes. Mr. Dwight Watson mad a motion that the Water Commission propose the Town pass over Article 8 until the Mendon Water Commission has more information with Hopedale, Milford Water Co. and Bellingham. Mr. Vincent Cataldo seconds the motion. Ms. Shirley Smith abstains from the vote. Both members agreed. Motion carried.

Mr. Dwight Watson would like to note that he is a former owner of stock to the Milford Water Company. When he was elected he called the ethics department and told them his situation. Ethics told him to sell his stock, which he has done. He now has no financial interest.

Mr. Vincent Cataldo made a motion to adjourn the meeting. Mr. Dwight Watson seconds the motion. All members agreed. Meeting adjourned at 9:36 p.m.

Approved June 10, 2004



**Town of Mendon
Water Commission
Meeting Minutes for
Thursday, May 27, 2004**

Meeting called to order by Chairperson, Ms. Shirley Smith at 7:10 P.M.

Ms. Shirley Smith and Mr. Vincent Cataldo and Mr. Dwight Watson were present. Ms. Melissa Kakela-Bottoms the administrative assistant was also present.

Mr. Henry Papuga of Milford Water Company and Eunice Kim from the Milford Daily News were in attendance.

The Commissioners had many issues to discuss with Mr. Papuga. Ms. Smith wanted a clarification on the confusion about the double rates. They also discussed the contract it expires on June 30, 2004. Henry is flexible to what the board wants to do. They discussed the legality of the rates and what municipality can't charge and different rate structures.

Shirley questioned why the board did not react and why Henry did not take action. Henry replied he is advised by the board members and does not force himself on the board.

Henry told the board that the hydrants are schedule to flushing in June, if there are defective hydrants he would send a letter. Shirley told the board that Bob Fenney of Northeast Rural would do the valve exercise for free. They talked about the CCR there was a report submitted June 2004.

The commissioners talked about Mendon's different options for water. One was close the water line with Milford. Buy water from Hopedale. Possibly put our own well.

Vinnie made a motion to adjourn the meeting. Dwight seconds the motion. All members agreed. Meeting adjourned at 9:30 p.m.

Approved May 17, 2005



Town of Mendon
Water Commission
Meeting Minutes for
Thursday, June 10, 2004

Meeting called to order by Chairperson, Ms. Shirley Smith at 7:08 P.M.

Ms. Shirley Smith Mr. Dwight Watson and Mr. Vincent Cataldo were present. Ms. Melissa Kakela-Bottoms the administrative assistant was also present but late.

Present to talk to the Commissioners are Fire Chief Charlie Johnson, Jim Carty and Bob Feeny for North East Rural Water Association.

The Commissioners reviewed the delinquent water bills and the letter that was sent to the water users.

Chief Charlie Johnson was present to talk about the hydrant. Chairman Smith showed the Chief a picture of a hydrant that was covered in brush and unable to see from the road. Chief Johnson told the commissioners from his experience that the Water Departments or Highway departments maintained the hydrants except for shoveling snow. Mr. Vincent Cataldo mention that the Water department might be able to have the hydrants painted by a Boy Scout or an Eagle Scout looking for a project. May be the department could supply the materials. The removal of the brush is the responsibility of the Water Commission maybe the Parks department or Highway Department to clear brush.

Commissioner Cataldo told Chief Johnson that it is obvious that nothing has been done with the hydrant, and blame can be placed on the Water Commission past and present.

Commissioner Watson asked Chief Johnson if he had any problems with any of the hydrants as they are now or any big concerns? Chief Johnson replied that they have not used a lot of hydrants. He is in full support that they should be properly maintained and in working order. He does have issues that all the hydrants should be in working order. Commissioner Watson informed the Chief that a representative of Milford Water Company did attend the last meeting and the hydrants will be flushed in June.

Commissioner Watson explained that our contract with Milford Water will be expiring at the end of June and we will be working with a gentlemen agreement on a month by month basis. We have issues with Hopedale and we don't know what the situation will be on December 31, 2004. We will be having the hydrants flush and will be receiving a report about the hydrants and of anything out of order. Chief Johnson requests that the fire department receive a copy of that report.

Commissioner Smith asked if the Water Department is responsible for placing flags on the hydrants. Chief Johnson explained that the Fire Department places flags on hydrants that they feel it is needed and part of that has to do with the plowing of the roads. Metal flags are only one way to mark a hydrant. Another way is to mark the road or use a pole system. According to Chief Johnson there is no proper standard on marking hydrants.

Commissioner Smith asked Chief Johnson why is the Fire Department not responsible for the fire hydrant. How did it happen that the water department is responsible for the hydrants? Chief Johnson replied that flushing the hydrants is not as simple as opening the hydrant and watch the water come out. They open the hydrant in order to flush out the system. Testing the hydrant is on thing. But they are also removing sediment in the water lines. This something the fire department is not properly equipped to do. Commissioner Cataldo said that he has never seen a Fire Department flush hydrants. Commissioner Watson agreed. Chief Johnson also said that if you don't operate a hydrant properly you can cause damage to that hydrant. Commissioner Smith said that she has read on the way hydrants are to be flushed. You have to open it slowly and you can't close it to quickly. Commissioner Smith explained that she has been questioned about that issued by towns people. Ever one agreed that you could understand why people think that the Fire Department would be responsible for the hydrants.

The water board does have records that the hydrants have been flushed in the past 12 years but has not been done at all in the past three years. This is according to the letter that was received by the Fire Department by Henry Papuga. The Chief asked how often should a hydrant be flushed and exercised.

The Commissioners discussed how often this should be done some towns do this twice a year some only once a year. Mr. Bob Finney from North East Rural said the standard for water is twice a year. But you would not flush all 30; you might do four or five. Mr. Fenny told the commissioners which hydrants you might want to do first. The first one that is coming from Hopedale is the first to be flushed so you know the water is clean. He explained the different ways they can be flushed and exercised. The best time to do this is at night when no one is using the water.

Once all hydrants have been flushed there should be a program that this is done every year. Commissioner Cataldo explained that if we are going to be responsible that is it done right and should be in writing. Mr. Fenny explained that there is one over all concepts that every one is missing are in DEP's eyes Mendon Water Commission is not an extension of Milford Water Company. Mendon has its own public water supple number. So no matter what Milford Water Company does or does not do Mendon will receive any fines and non-compliance's not Milford Water Company. Milford will never get fined for what happens in the Town of Mendon.

Commissioner Cataldo also explained that Commissioner Watson and himself are new to all this and need to be educated. If it is not in writing then things might not be taken care of in the future. The Commissioners need to start from here in 2004 we can't do any thing about the past.

Commissioner Smith explained that in the past Mr. Fenny offered his services to do a throe assessment of our water system. There would be no cost to the Town of Mendon for him to do this work. Because of the way the contract with Mendon and Milford Water Company is written when it comes to the hydrant maintenance is unclear. Mr. Fenny would be able to exercise the valves some time in July. The Commissioners are welcome to come and see what is going and what is being done. The Fire Chief would like one of his guys there also.

Commissioner Smith said that record keeping should be kept on all hydrants. Location, make, model with a description of hydrant should be kept. Mr. Fenny suggested that an evaluation be done on all hydrants, which he would be glad to help with. Mr. Fenny told the Commissioners to let Milford Water Company flush all hydrants and then he would come in and due the evaluation.

Jim Carty told the Commissioners that there was a hydrant testing that was requested by the Town of Mendon for insurance purposes back in 1998 by Insurance Service Offices (ISO) they did a bunch of hydrants and found some to be hard to open. They found that some were too low.

The Commissioners will be sending a letter to Milford Water Company regarding the hydrant flushing and would like a report. After Milford Water flushes the hydrant Bob Fenny will do an evaluation then in the fall Bob will flush the hydrants and show the Commissioners how it is done.

Commissioner Watson explained to Bob that Mendon is under the gun with Hopedale because Hopedale wants Mendon off the Route 140 line. Bob explained that if Mendon can show an honest effort to try to get our own well or purchase water some where else DEP will not allow that line shut off. Bob said that if Mendon is going to get its own well then Mendon should buy their water from Milford. He knows that the commissioners might not like to hear this but Milford will sell Mendon the water the cheapest then Bellingham or Hopedale. Mendon would be looked at as a water purchaser so Mendon would automatically start at the highest rate. He also suggested that Mendon go over the contract with Bellingham with a fine tooth comb. He would be willing to help in any way.

They then discussed meter reading the way it is done is someone has to go physically to the meter and write it in a book then bring reading back to the office and enter into the computer. The new way is the radio read, where a device can read the meter from the truck and then the device is hooked up to the computer in the office and downloaded. It might not be feasible for Mendon to do a radio read at this time. This is a 1 to 2 day job to read all the meters on the system.

Commissioner Watson said that the Water Commission needs to look at all the options whether it is Bellingham, Milford, Hopedale or our own well. When it comes to the Bellingham contract he felt the town was being played. Bob told them that when he was working on the rates for Bellingham water that would be so expensive to this system you could force people to have to drill their own wells and disband the water system. That might be something that the Town wants. But there may be parts that can't put their own wells. Commissioner Smith said that she wished that they all would put their own wells in. Bob told the Commissioners that you have to deal with Milford Water Company because that is where the water is coming from right now.

The Mendon Water Commission will send a letter to the Hopedale Water Commission requesting a meeting at their earliest convenience either in Hopedale or Mendon. The Commissioners will send a letter to Milford Water requesting that the meter be fixed.

Commissioner Smith asked if there was enough water pressure in the hydrants to fight a fire. Unless the fire is where the hydrants are located they are basically using the hydrants to fill the tankers. On the pump truck there is someone running the pumps for the amount of water. Bob said that you will never see a fire department hook up to a hydrant directly to fight a hydrant.

The Commissioners thanked Bob Fenny for all his time and are looking forward to working with him. Mr. Vincent Cataldo made a motion to accept the minutes from May 6, 2004. Mr. Dwight Watson seconds the motion. All members agree. Motion carried.

Mr. Vincent Cataldo made a motion to adjourn the meeting. Mr. Dwight Watson seconds the motion. All members agreed. Motion carried. Meeting adjourned at 10:10 p.m.

Approved August 19, 2004



MENDON WATER BOARD

AGENDA

Thursday, June 24, 2004

- I. CCR update
- II. Rules and Regulations
 - A. Introductory paragraph
 - 1. Addition on advice of counsel
 - B. Application for Service
 - 1. Par. 4, word substitution advised by counsel
 - 2. Question: do customers who put in an irrigation well need a permit and, if so, should that be included here?
 - C. Metered Service
 - 1. If our ultimate goal is to have radio read meters, should we insert language requiring developers to install radio read meters?
 - D. Fees and Penalties
 - 1. Should turn on turn off fees be moved to this section?
 - 2. The word "Each" should be added after \$50.00 for clarification
 - E. Additional Fees and Charges
 - 1. #5 is recommended by DEP
 - 2. #7 and #8 is recommended by DEP. Board may want to increase amounts.
 - 3. #9 : The \$3.00 charge does not pay for meter replacement in 10 years.(\$178. cost and labor) Does Board want to increase?
 - 4. Does board want to add DEP recommendation that high end users (Top 20%? 10%?) have meters calibrated annually and include that the customer pays costs?
 - F. Cross Connections
 - 1. 310 CMR 22.22: a copy of the 14 pages is available for the Board's inspection
 - G. Fire Service
 - 1. Concerning #4, Chief Johnson told the Board that only certain hydrants were flagged because not all areas were susceptible to drifting snow. Does anyone question that premise?
 - 2. Eliminate #7 on advice of counsel
 - H. New Development

- I. Irrigation Well Signs: Does the Board want to add a section pertaining to this? Each customer who uses a private well for purposes of irrigation or watering of lawns shall display a sign at the front of the property indicating such use. This sign shall be clearly visible from the road.
- 111. Brief Overview of Comprehensive Compliance Evaluation
 - A. Letters to Henry
 - 1. Inform Board of necessity for letter concerning 2 deficiencies with June 30th deadlines
 - 2. SWTR Compliance Form D (DEP deficiency)
 - 3. Meter replacement program is recommended by DEP. Should we request a list of dates each meter was installed or replaced and corresponding addresses?
 - B. Leak Detection
 - 1. Cost of equipment
 - 2. Ordering
 - 3. Inform Board that Bob Feeney will perform service free of charge
- IV. July 1st Meeting
 - A. Purpose
 - 1. Contract discussion

Review letter from Henry

Review request for 24 Bates Street water hook up.

Review mail and sign bill



Town of Mendon
Water Commission
Meeting Minutes for
Thursday, June 24, 2004

Meeting called to order by Chairperson, Ms. Shirley Smith at 7:00 P.M.

Shirley Smith and Vincent Cataldo were present. Missy Kakela-Bottoms the administrative assistant was also present Dwight Watson came in later.

Shirley told the Vinnie that the Mendon Water Commission is responsible for the CCR. She explained that DEP wants these small systems to understand what is going on with their systems. If they turn it over to some one else, they won't know what is going on. This way your get involved with customers and know what their issues are. Shirley explained that his is something we pay Henry to so and he did not do this last year. Vinnie questioned that the CCR was not done last year. Shirley then said that Henry did do it and sent it to DEP but he did not post them anywhere. She has checked no one has ever seen this. She talked to 30 to 40 people. They had never seen this report and it was never posted at the post office or library.

Shirley had found a note of hers from July 2003 that she had questioned Henry. Henry handed out copies of water quality reports to the Commissioners. She asked him about this specific report for Mendon. Henry said he did have it, but according to Shirley no one has seen this report for Mendon. Henry signed Bob Carlson's name to the report. Bob id very upset because that signified that Bob approved of this and knows about this and it is done, and it never was.

Vinnie then questioned Shirley the Henry would not be doing any more right. Shirley replied she hope not. Vinnie asked Shirley if she wanted the board to take that over. Shirley said yeah that's right. Vinnie told her that when we negotiate a new contract with Henry that will be taking that out of the contract.

Rules and Regulations

The Commissioners reviewed the introductory paragraph. The commissioners made some changes per town counsel. Commissioners questioned what if a customer put irrigation well. The answer is the board of health requires a permit for any new well drilled. The commissioners will add that a permit must be filed with the board of health to the regulations. Vinnie also suggested there should be signs post when a water user is using a private well, it should be posted. Shirley told him that was in the rules but in another part.

Shirley questioned whether we should have new hookup put in the radio read meters. Vinnie question if we had the ability to read them. Shirley wanted to know eventually would we like to have radio read meters. Vinnie explained that we don't really have any thing coming on line and once we figure what direction, then decide if we want to change the meters.

Vinnie suggested that there should be something in there about metering the hydrants when it comes to hydroseeders or street sweepers. They should not be able to pull water out of a hydrant with out the permission of the water board. And there should be some kind of fine. Shirley agreed.

Vinnie also suggested that any contractor working on private property would be solely responsible for a damage to the curb stops or shut off valve. Shirley said that she would add that.

The commissioners agreed that the hook up fees for residential will be for a 2 bedroom house will be \$1,500.00, 3 bedroom house will be \$2,100.00, and 4 bedroom house will be \$2,800.00. Shirley asked Vinnie to look into commercial hook up fees.

The bills for cross connections; the commissioners would like Henry to CC the bills to the commissioners.

The commissioners believe that they should supply Alan the Highway Surveyor, with a meter for the hydrant just so we know how much water has been used. This will help with the leak detection.

Dwight Watson came in late. Dwight wanted to know if we had heard for Hopedale, which at that point we had not. Vinnie gave Dwight a brief review of the rules and regulations. Dwight had a meeting with Henry and they talked about the meter. Dwight said that Henry is working on it. Shirley not understanding what is the big deal with fixing the meter. Dwight said he asked Henry if he could help us out getting it fixed or replaced. Dwight also said that Henry is aware of our problem with Hopedale and the State is waiting patiently.

Vinnie said that if we get this meter fixed we might be able to negotiate with Hopedale. Vinnie and Shirley both agreed that this is a big sticking point with Hopedale. Dwight believes that the relation between Mendon and Hopedale is better and that Henry has been cooperative. Vinnie agreed as long as Henry follows thru.

The commissioners agreed to extended contract with Milford Water Company. This will be good for three months. And the commissioners will send a letter. Shirley told the commissioners that Northeast Rural Water Association would be having training session for water commission some time in the fall.

Shirley said that Mike Zilch from Tighe & Bond would be willing to help the commissioners with the master plan for DEP. But that is not due to DEP until 2006 so there is some time for that. Shirley told them that this is the gentleman that helped putting to gather a grant that she was working on. Missy explained this gentleman helped the town with the Blackstone Street and the discovery of the testing done on the monitoring well was done improperly at the town hall complex. Vinnie said those are the kind of people we are going to need to help us.

Shirley will be looking into the enterprise account. Shirley asked Vinnie what the town accountant to him. Vinnie told Shirley that what we will have is a water surplus account. We can not have an enterprise account because the whole town is not on the service. Vinnie said it would work the same way. The town accountant will set up a special account so that the water board monies will stay with in the water board and not into the general fund.

Vinnie Cataldo made a motion to for the hook up fee to be as follows for residential will be for a 2-bedroom house will be \$1,500.00, 3-bedroom house will be \$2,100.00, and 4-bedroom house will be \$2,800.00. Dwight Watson seconds the motion. All members agreed. Motion carried.

The commissioners set the meeting date for the public hearing for the rules and regulations to be July 22, 2004.

They set meeting dates for August 5th and 19th. The commissioners signed bills and reviewed mailed.

Vinnie made a motion to adjourn the meeting. Dwight Watson seconds the motion. All members agreed. Motion carried. Meeting adjourned at 9:25 p.m.

Approved October 28, 2004

Water Board Agenda
Wednesday, July 21, 2004

- I. Tighe and Bond
 - A. Report on Cost of CCE Requirements
- II. CCE Progress Update
 - A. Deficiencies:
 - 1. Sign Certified Operator Contract
 - 2. Master Meter
 - 3. Leak Detection
 - 4. Cross Connections
 - 5. Coliform Sampling Plan and Form D
 - 6. Hydrant Maintenance Schedule
 - B. Recommended Actions
 - 1. Cost of Water vs. Well (preliminary)
 - a. Cost of Hopedale Water
 - b. Petinelli Property Update
 - 2. Water Conservation Pricing
 - 3. Rules and Regulations
 - a. Items # 3,4,5,11,12,13,14
 - 4. Distribution System Flushing and Update
 - 5. Emergency Interconnection
 - 6. One Time Test for Contaminants
 - C. Sign Response Form
- III. Schedule August Meetings – August 5 and 19

Approved February 15, 2005



Town of Mendon
Water Commission
Meeting Minutes for
Wednesday, July 21, 2004

Meeting called to order by Chairperson, Ms. Shirley Smith at 7:00P.M.

Shirley Smith, Vincent Cataldo and Dwight Watson were present. Missy Kakela-Bottoms the administrative assistant was also present.

Representatives from Tighe & Bond came to talk about the CCE Report. Vinnie asked how this all came about he did not know any one was coming tonight. Shirley told him that the Water Commission is under the gun. And a lot of these things we need an engineer. Vinnie wanted to know when did we become under the gun for anything. Shirley said you know about the CCE reports and the deadlines. Shirley has to give a response within a week. She needs information on some various requirements that are in the province of an engineering firm. Therefore Mike offered to come in and help go thru with a master plan, because some of these deadlines have all ready past. Mike Zilch from Tighe & Bond told the Commissioners that they would come informally to answer any question you might have about the report from DEP. Shirley said that she just did not have any time and Missy was to tell the other commissioners all about this.

Vinnie asked Dwight if he knew any thing about this and Dwight replied no. Shirley explained that some of these deadlines have already past. Vinnie said Shirley that when some thing needs to be done you need to let us (Vinnie & Dwight). And stop doing this all yourself. Because you are doing stuff and talking to DEP and creating these problems, and we know nothing about it. Shirley asked if he would communicate by e-mail. Vinnie said he does not do e-mail and does not have time for e-mail. Shirley said that Missy was to let you know. Dwight said that there was nothing in his e-mail. Vinnie said that he did not know that we were under the gun for anything. Shirley said that she did make that clear at the last meeting. Vinnie said the way he feels about DEP is that you don't talk to DEP unless they talk to you first. Vinnie said that Shirley is on the phone with them on a daily basis. It is like Pandora's box and we are not prepared.

Shirley explained that this has to be sent in with all the documentation including these things within. Vinnie said that it is date April 29th and why has he not yet. Shirley questions whether Missy gave him a copy of the CCE Report. Shirley said that she saw her pass these out. And it is in there. Vinnie said yeah and it is some thing we will go over in a meeting. You have already gone over it. Shirley said that there is not enough time. Some of the deadlines are the end of July 2004. Dwight wanted to know if Henry has taken any action. Shirley said that some of these are in Henry's jurisdiction and he has done some of it but not all of it. There are some that have nothing to do with him. Shirley told them she had asked them to go over it.

Tighe & Bond suggest the Commissioners work with Northeast Rural and they would be help. Vinnie said that he thinks he was confused he thought that Bob from Northeast Rural would be here not Tighe & Bond.

The Commissioners discuss the history and the different options they can go in with public water. Shirley wanted to know how we go about getting this map done that DEP wants done by December 31st. Shirley gave Mike a copy of the map we do have. They suggested we use this and just mark the areas that are needed. It does not need to be a detailed expensive map.

A couple of weeks ago Henry sent some one to flush the hydrants. Shirley took a notebook and she wrote down which ones long to open and there locations. There were two that would not open at all so they put burlap bags on them. Her understanding is it is not worth fixing 55-year-old hydrants. It is more cost effective to just replace them at a cost of \$1,800.00. So we really need to start find some money. One absolutely has to be replaced.

Shirley told the commissioners about the cross connections and back flow preventeres. She said she contact Henry but never got a response. This was to be done by June 30th of this year. Paul Bokoski has offered to do this and it will cost us nothing. The charge will go to the businesses. Shirley does not believe Henry wants to be involved in it. And we are probably doing him a favor. He has the required licenses that are needed. Northeast Rural said this is extremely important. Shirley entertained a motion to have Paul Bokoski to the cross connections and back flow. Vinnie asked how many businesses. Shirley replied 4 or 5. Vinnie wants to know if he will check on Don Keller's place. If the board wants him to check he will.

Dwight makes the motion to have Paul Bokoski conduct the cross connection inspection. But he must have some kind of identification and a letter should be sent to the business prior to inspection. Vinnie seconds the motion. All members agreed. Motion carried.

Dwight had to leave early.

The commissioners thanked the gentlemen from Tighe & Bond for coming.

Vinnie asked them for their best guest/estimate how much to put in our own well. They responded at least a couple of hundred thousand. It really depends on the site.

Shirley goes thru the list for the CCE report and what has been done and what needs to be done. Signed certified water operator contract. Done. Master plan that is what Tighe and Bond was here to discuss. Work in progress. Mater meter has bee done. Leek detection survey, Shirley has a letter from Northeast Rural that they will do that. She will send DEP a copy. So that is take care of. Water distribution map she will send them a copy of the engineers' report that they will do this. This will satisfy DEP. Cross connection, we took care of that tonight. Total coliform sampling plan, Shirley said she has to find out if Henry has done this or not, if not she can fill out the plan. Shirley gave a water log to the Fire Chief incase they use water from the hydrants. It was suggested to give a log to the Highway so if they water for any to the trucks.

The board discussed the possibility of having to raise the rates, especially if we purchase water from the Town of Hopedale. Wherever we get our water we should at least pay the rate that the supplier's customer's pay, which is much more than Mendon currently pays.

Shirley discussed the enterprising account. Shirley had received a letter from the DOR. Vinnie was very upset about this. He was told we do not need an enterprise account. Vinnie said that we have talked about this before. When the Claudia "Town Accountant" told Shirley about that type of account. Shirley miss understood. There is no law stating that you could not have it. Shirley said that Claudia told her that the law stated that we could not have it. For the size system that we are it is not worth it. When using an enterprising account you would have to pay part of the salaries and benefits for any Town employee that does any work for the water department. For example the treasure/collectors office, the town accountant office and secretary would have to be paid out of that account. Right now it is being paid out of the

towns account. There is about \$4,600.00 to be turned over to that account. If we had that enterprise account you would be lucky if there was \$600.00 or \$700.00 left because you are paying their salaries and benefits. Shirley question how much time do they actually spend is it a lot. Vinnie said even if it is a couple of hours a week, if we are going to do billing and everything else. It can add up so quickly. Vinnie said that Claudia told her to come and talk to her. Shirley insisted that Claudia told her that it was the law that you had to have 99 percent of the town on public water. Shirley said that maybe she did not explain it right. Vinnie said that maybe she just heard what she wanted to hear. Shirley said no that she heard distinctly what she said. Another issue Vinnie had was the town account brought up that she, town accountant, could not believe that the commissioners sent a letter to the DOR. Vinnie had no idea that a letter was sent. Shirley agreed. Vinnie told Shirley that she should not be sending letters like that with out the other commissioners knowing. He told Shirley that the letter should have been sent out on Town letterhead and typed by the administrative assistant if that what the board decided to do. Vinnie said that Shirley does a great job.

Shirley just wanted to make sure that any moneys that is generated by the water bills stays with the water department and not in the general fund. Vinnie explained to her that the money would not go to the general fund. In order to be able to spend the money for a repair or what is needed; you would go to the fincom for a transfer. Vinnie and Shirley went back and forth about the need for an enterprising account.

Shirley gave another update on Pettinelli land and how that is coming along. Shirley showed an old plan from her son Gary Smith. Shirley also so submitted a disclosure in case any thing comes of this, because her son will be the realtor. Shirley showed were the possible well could be installed for a zone 1. The developer is willing to put in a test well at no cost to the town. The developer would pay for the pipe and the well. The town would pay for the well house. It is an option.

Shirley had to talk to Tony Iacovelli. There is two acres of land at the end of Teresa Drive. It is land locked and he though the town owned the land. Bill Farrell from the Water Study Committee checked it out and its not owned by the town but a Mary Ann Smith of 15 Teresa Drive. Tony told her that there is a test well and he was there when it was drilled and it had a lot of water. This also could be a possibility.

Shirley said that we are going to be in such a situation that DEP is going to be easy on us and let some thing go some regulations. Vinnie said that DEP couldn't look at us like the Milford Water Company or Hopedale water. We are only buying water from them. They can't expect us to be running the system like those guys do. We have no employees, nothing to maintain no equipment. We rely on the Milford Water Company. So Vinnie can't understand how half these regulations they are throwing us or demand even apply to us. Shirley agrees.

Unfortunately it does not work this way. We are the ones that get the notices of non-compliance. Vinnie said that's why you need to stay far away as you can from DEP. You don't talk to them unless they talk to you first. Shirley said that we have had many non-compliance over the past ten years. Vinnie said that if we get a notice of non-compliance we send a copy certified to the water operator and to town counsel. This way if the operator does not comply we have covered the town. Shirley said that when she was talking to DEP a lot it was because of the CCR report. DEP has some one that will help little systems to do their CCR reports. And Shirley said that she talked to her a lot but that was only to get that report done. She was glad that she did it and she learned a lot. She said that she does not talk to anyone else. They contact her.

Shirley talked to Don Keller and there might be some land the town might be interested. There is about 8 or 9 acres of land, which is land locked off of Edward Road. Vinnie said the place for a well is in the center of town, one reason it would be gravity fed.

The Board set meeting for August 5th and 19th.

Vinnie make a motion to adjourn the meeting. Shirley steps down as Chairman and seconds the motion. Both members agreed. Meeting adjourned at 9:25 p.m.

Approved February 15, 2005



**MENDON WATER BOARD
AGENDA
Thursday, August 05, 2004**

Hopedale Meeting

Conservation Rate Increase (preliminary discussion)

Fire Hydrants

Options

Cost

Eagle Scout Project Update

Dudley Road Hydrants

Flushing

a. Sign letter to Henry Papuga (If board approves)

CCE Update

Future Agenda Topic

A. Rewriting of contract

VI. Review Mail and Sign bill

Approved September 16, 2004



Town of Mendon
Water Commission
Meeting Minutes for
Thursday, August 5, 2004

Meeting called to order by Chairperson, Ms. Shirley Smith at 7:05 P.M.

Ms. Shirley Smith and Mr. Vincent Cataldo were present. Ms. Melissa Kakela-Bottoms the administrative assistant was also present. Mr. Dwight Watson came in late.

The Commissioners discussed the meeting that they will be attending in Hopedale. Vinnie mentioned that maybe we should ask the Hopedale Chairman how he would like to handle the meeting, either in open forum or go into executive session.

Shirley asked Vinnie if he has read the shut off letter from Hopedale. Shirley explained that the Hopedale water department has its own council and that their legal budget is quite large. They don't have to depend on town council. This letter was sent prior to Vinnie or Dwight being on the Commission.

Vinnie wanted to know what are we hoping to accomplish with Hopedale. Shirley and Vinnie both agree that we are at Hopedale's mercy. Vinnie asked Shirley if we are going to ask them to sell us water. Shirley's reply was yes. Shirley thought that there might be a chance with Bellingham but this has just gotten worse. Going with Hopedale will be more expensive. Hopedale does not want any more connections maybe a house lot but no subdivisions. Vinnie believes that the best solution will be our own water system. We should enter into a contract with Hopedale similar to the Milford Water Company. Until we can get a well up and running. Dwight has talked to Jean Philips a Water Commissioner in Hopedale and they are willing to talk to Mendon.

The Commissioner may have to increase rate of conservation purposes. The more you use the more it costs. This would be for those water users who water their lawns, which is not a necessary use of water for life Shirley explained. Dwight said that like in business you use a sliding scale. Shirley agreed. And what has been found is that people do reduce the usage. Shirley believes this could be a good argument with Hopedale, that we might not use as much water. Linda Lane from NERWA will be meeting with Shirley to talk about rate structures.

The Water Commission office received a complaint from 10 Dudley Road. Shirley got in touch with Tim Watson from Hopedale. Come to find out that a paving company illegally opened the hydrant. This was a subcontractor for Bedrosian.

Vinnie went and talked to the owners of 15 Teresa Drive. Tony Iacovelli told Shirley that there was land given to the Town of Mendon near 15 Teresa Drive. Vinnie said what happened was

the developer gave the land to the Town of Mendon they had 1 year to do some thing with the land for conservation or playground. If not then the land would revert to the homeowner. The Town of Mendon never did any thing. The property owner had some questions about what would be entailed. Vinnie explained that equipment would have to get back there. Plus some kind of easement or right of way to the land. Vinnie did not believe that the town would take an easement all on her land it might involve a neighbor. Shirley asked what the condition of the area around was like. Vinnie said real dense wood. But the property owner would be workable and willing to talk. But that it is an idea. Shirley said that she would also talk to Don Keller about land that he believes is land locked in that same area.

There is an Eagle Scout by the name of Tom Merroli who is 14 years old and is very excited about the hydrant program. He will have to raise the money and that Home Depot might donate some of the supplies that may be needed. He has to come up with a plan and present it to the council. Then he has to organize the kids and adults that will be doing the actual work. The Commissioners are in full support of the project. Shirley said that she would take care of the publicity.

The Commissioners reviewed and signed a letter to be sent to Henry about Dudley Road hydrants. Shirley gave an update on the CCE report. The Commissioners signed bills and reviewed mail.

Dwight Watson made a motion to adjourn the meeting. Vinnie Cataldo seconds the motion. All members agree. Motion carried. Meeting adjourned at 8:25 p.m.

Approved September 16, 2004



**MENDON WATER BOARD
AGENDA
Thursday, August 19, 2004**

- I. August 12th Hopedale Meeting
 - A. Review salient points
 - B. September 1st meeting
 1. Objectives
- II. Discuss Contract Draft
 - A. Eliminations
 - B. Additions
 - C. Discuss letter to Henry
 - A. Requesting itemization
 - B. Possibility of separate contract for reading meters and billing
- III. Eagle Scout Project Update
- IV. Set Hearing Date for Rules and Regs (If back from Stan)
- V. Review Mail and Sign bills
- VI. Schedule September Meetings

Review minutes from June 10, 2004

Approved September 16, 2004



**Town of Mendon
Water Commission
Meeting Minutes for
Thursday, August 19, 2004**

Meeting called to order by Chairperson, Ms. Shirley Smith at 7:05 P.M.

Shirley Smith and Vincent Cataldo were present. Dwight Watson was unable to attend. Missy Kakela-Bottoms the administrative assistant was also present but late.

The Commissioners discussed the meeting that they had in Hopedale with the Hopedale Water Commission. Shirley had to talk to Tim Watson about an issue on Dudley Road and they both thought the meeting went well between the two towns. Shirley's sense of the meeting with Hopedale that they really do not want to sell water to Mendon but they will for a limited time. Vinnie did not feel the same way. He thought that maybe one particular person from Hopedale was not for the selling of water. But that the other two would be more will to talk. Vinnie told Shirley that when we are talking to Hopedale that we are in a sense at their mercy and that it is okay that they know. We are not in the position to be demanding, until we have a back up plan.

Vinnie said that we have to look at things realistically. The water parcel on Route 140 that is years away before any thing will happen. Shirley said may be may be not, that remains to be seen. Vinnie said that you need a 400-ft. radius that this developer needs to give to the Town. The Town is not into leasing land. So unless he is going to give us the well and the land that is needed there is no such thing as talking about it. Shirley said that we don't have to talk about it now. Hopedale would wants a five year contract even if this developer went to planning board tonight they are a good one years before they could do anything. That would only leave four years left with Hopedale and a well has not even been drilled.

Hopedale will have to come up with a contract and Mendon will have to go over. Hopedale does not want any additional hook-ups. We have to find out if Hopedale will allow an occasional hook-up. Vinnie has heard that Abe Rosenfeld has a verbal okay from Hopedale. Shirley said as far as she knows that is not true. Hopedale is adamant that Grist Mill will not hookup to their line. Vinnie had seen Abe and they were discussing the hook up. Vinnie asked if you were allowed to hook up where would you be if they were looking for some money to clean the pipe. Abe responded that he already paid to clean the pipe from town line in Hopedale/Milford down to Warfield Street. It would not be out of the question that he would pay to have the pipe cleaned at his expense. Shirley said that would be between Abe and Hopedale. Shirley said that Hopedale does not have the water for that sub-division. Vinnie's point was that things could change.

Hopedale would ask for \$100,000.00 to hookup to clean the pipe. Shirley said that this is good deal for two reasons. That would solve our fire protection problem. It would increase fire protection from 500gal. per minute during peek use per household to 18,000 per household. This will be a big selling point for the small betterment that will be paid which will be less than \$800.00. It will also save if we do drill our own well, when it comes to a water tower, which cost from \$100,000.00 to \$200,000.00. This is required by DEP unless you have a hook up with another Town. The Water Commission could make a very good argument at a hearing or in a letter.

Vinnie suggest that the next meeting we really need to invite the Selectmen to our meeting not theirs. Because not matter what we decide they rule. They are going to tell us to put a well in or support us. Shirley said that we are not ready for that yet. Vinnie said that we are because we don't know which to move. If they are adamant about not putting in our own town water supply which he believes they are. They don't want it because they are afraid of future expansion. Shirley said

that there are ways to get around that to stop expansion. Vinnie explained that they might want to do what we talked about in Hopedale and let Hopedale tap in a well. This would help supply our end. This is just food for thought if they don't want us to spend a million dollars because we have to make a connection some place. Until we decide what we are going to do it is going to be a capital expense. And you need their, Selectmen, support. Shirley said that in the mean time we have to hook up to Hopedale, that is our problem right now.

Vinnie said we still have to look ahead. He did not get on this board for a temporary fix. We need their direction. The Board needs to find out if the Selectmen want us and will support us to temporary hook up with Hopedale while we try to drill our own well. Find out is it feasible to drill our own well and be our own water company for only 137 households.

If we do a well with Hopedale and let them drill in Mendon at their expense not Mendon, then let Mendon become a Hopedale water customer at a reduced water rate with 99-year lease. It is a long-term fix for this Town. Vinnie would rather see Hopedale be our supplier because they are a small town and easier to work with and they don't have a lot of growth potential and the two towns could work well together.

The Water Commissioners discussed the O & M agreement with Milford Water Company. The current 3 month extended contract expires September 30, 2004. Vinnie would like to keep the contract as written and extend until the board is ready to go out to bid. The Commissioners reviewed Shirley's changes as far as not doing the reports. Vinnie would like to just add some wording in case of failure. Shirley said that it is not a big deal Northeast Rural helps with a lot of this stuff.

There is talk about the Con Com and Parks being broken into two separate jobs. If the Water Board becomes where they are doing all the reports to DEP, the billing, and other responsibility they might want to consider combining the Con Com with water. There would be more time to devote to water. This was just a thought and conversation.

The Commissioners then discussed the possibility of not having a water board and making every one drill their own wells. If possible and Hopedale only wants a five year contract then let the water users know that at the end of the five years they have to drill their own wells. Then disband the Water Commission and possibly have a Hydrant Committee like the Town of Sherborn. The Commissioners will look into going out to bid to well companies about drilling wells in that area at a reduced rate to the residence.

The Commissioners discussed the Eagle Scout project. The Commissioners would like to met with the Selectmen to discuss the different options the Water Commissioners should take the water department. The Commissioners set a public hearing date for September 16, 2004. The Commissioners set the meetings for September 16th and 30th.

Vinnie Cataldo made a motion to accept the minutes for June 10 with exception of the correct spelling of Bob Feeney's name. Shirley Smith steps down as Chairman and seconds the motion. Both members agreed. Motion carried.

Vinnie Cataldo made a motion to adjourn the meeting. Shirley Smith steps down as Chairman and seconds the motion. Both members agreed. Motion carried. Meeting adjourned at 8:30 p.m.

Approved September 16, 2004



Town of Mendon
Water Commission
Meeting Minutes for
Thursday, October 14, 2004

Meeting called to order by Chairperson, Ms. Shirley Smith at 7:07 P.M.

Shirley Smith, Vincent Cataldo and Dwight Watson were present. Missy Kakela-Bottoms the administrative assistant was also present.

The Commissioners discussed the contract with Hopedale and the points they might want to negotiate with them tonight. Dwight Watson made a point that they should not be too demanding. The towns have gone many years without a contract. Hopedale could ask for a wheeling fee or maintenance fee.

Dwight had talked to Henry Papuga about test wells. Shirley asked Dwight to find out where those wells are. Vinnie is still in favor of private wells. He also talked to Joyce Gilmore about helping. She told Vinnie that she did not mind but to make sure that we give her all the information that she will need.

Every one agreed to continue to work with Milford Water Company with the O & M contract for the next three months.

Dwight made a motion to adjourn the meeting to Hopedale Town hall to meet with the Hopedale Water commission. Vinnie seconds the motion. All three members agreed. Motion carried. Meeting adjourned at 7:45 to attend meeting in Hopedale.

Approved October 28, 2004



Town of Mendon
Mendon Water Commission
Agenda
Thursday, October 28, 2004

I Resignation of M&O Contractor
New Contractor Options
 1. M&O Contract Draft Revisions
Water quality testing
Meter reading options
Quick book billing option
Fire protection information update
Repair VS replacement
Cost of taking out of service
Discuss options

II Leak Detection Update
 A. Leaking Hydrant

III Master meter malfunctioning update

IV Rate Hike
 A. Set date for work meeting

V Discuss possibility of fincom meeting

Review minutes from June 24, 2004 and October 14, 2004.

Set meetings thru December

Review Mail and sign bill



Town of Mendon
Water Commission
Meeting Minutes for
Thursday, October 28, 2004

Meeting called to order by Chairperson, Ms. Shirley Smith at 7:03 P.M.

Shirley Smith, Vincent Cataldo and Dwight Watson were present. Missy Kakela-Bottoms the administrative assistant was also present.

Resignation of M & O Contractor

Shirley started the meeting by tell Vinnie that he did a fantastic job talking to Hopedale at their last meeting. Shirley said that Vinnie did most of the talking and did a great job. The commissioners will be meeting with Hopedale in Hopedale on Wednesday, November 10, 2004.

The commissioners have received a letter from Milford Water Company and they will no longer be able to continue to work for the Mendon Water Commission. Vinnie was wondering if this is because they asked for a break down. Shirley reminded Vinnie that Henry told them he did not have a problem with that. Shirley believes that it is accumulative of things. For one the testing, every month DEP is coming out with new testing. The same testing that is required for a large system is the same testing for a small system like Mendon. Vinnie said that it is a lot of work having town water. Shirley agreed. Dwight added that it is harder when we don't own the finish product, for such a small amount. Shirley explained that if we have the same responsibility as a large water system like Springfield or Boston. If we were to borrow money, will have to fill out the same paper work as these larger systems. When Henry started he just had to do testing at two sites for bacteria. But now there are more things to test for at more sites.

Last year when they were talking about putting in their own well it was a pretty simple straightforward deal. But Shirley has found out since then DEP has added more requirements. So it could cost a couple of million dollars for our own well. Vinnie added that you still have the headache of the day to day operations. You would have to run it like the Milford Water Company. It will be very expensive to do our own water system for only 138 customers.

Shirley said that this thing with Henry has been coming for a while. Vinnie said he is really not sure by reading this letter and then read it between the lines. Vinnie is not sure if Henry took offence by requesting the numbers. Shirley believes that we had a right to do that. Vinnie agreed but we are so up in the air with Hopedale, we should have just left everything status quo. We should have just extended the contract as written even if they did not do everything in the contract. We don't need another headache.

Shirley told Vinnie that Peg Tetreault told us to rewrite the contract and put it out to bid. That was the instructions I got any way. Dwight said now who is going to bid on a temporary contract. Shirley said you would be surprised. They will. Vinnie wanted to know whom we would go to; hopefully Hopedale will do it. Hopedale will be making \$10,000 a year on the hydrants. Henry charges about \$5,500 a year so Hopedale could make \$16,000 for not much work. They could afford to hire another employee.

Shirley said we don't need all that much someone to do the testing, which we could have Microbac. Vinnie wanted to know if we really want to get involved in all that. There is so much that if DEP comes after us. Shirley said that DEP wanted us to get rid of Henry. They had no sympathy for us with all our problems. He does not have the time for us. It is just not worth it for him its too much aggravation.

Vinnie believes that it might be worth it to Hopedale just make these water customer's part of their system. And take Mendon right out of the loop, they own the pipe. Sign the rights over to Hopedale and be done. Shirley said that they made it pretty clear that they (Hopedale) did not want to do that. Dwight said if they are getting it as a gift in exchange for guarantees for a lease for 99 years instead of ownership. Like with the Hopedale golf course.

DEP e-mailed Shirley a list as soon as they heard about Henry for certified operators. And there is one from Upton. The commissioners now need to come up with specifications for what they want to go out to bid for as far as a Certified Water Operator.

M & O Contract Draft Revisions

Shirley learned talking to Peg that things need to be precisely spelled out. Like when we were trying to get Henry to flush the hydrants. Peg looked at the contract that it was too vague. It said the contractor shall perform preventative maintenance. And then the definition of preventative maintenance includes the hydrants but did not spell it out. So Shirley went over it. She took out the words preventative maintenance in the section about emergency response. Because preventative maintenance is not an emergency, Shirley is very sensitive when it comes to work being an English teacher.

As far as testing requirements Shirley decided to list all testing that are required for example lead and copper, bacteria, chorine, Trihalomethanes and Haloacetic Acids. . It was suggested to add some thing like and any other testing required by DEP.

Shirley also said that it was never spelled out the meters. It was another generalized thing. Henry did it because that is how he got his money. Shirley asked the commissioners opinion of the following: repair, replace, test, and calibrate customer's water meters and master meters as necessary. Customer's meters registering more than 15,000 cubic feet during any quarterly billing cycle shall be calibrated prior to the end of the following quarterly billing cycle replace, remove, and reused as necessary. She also added something about identification. Vinnie told her that it sounded good.

Shirley showed the Commissioners the testing schedule that was received by the office. This was approved by DEP. Shirley said that the Trihalomethanes and Haloacetic Acids Henry has not done yet and is probably isn't going to. Shirley said that as soon as we hire some get it done or call Microbac for a one time thing have them do it. She asked the others what they thought. Shirley said that she heard the DEP is getting ready to send non-compliance. She thinks that she might be able to stall it if she call Microbac.

Meter reading options

The meter readings the best thing is to have the certified water operator read them. But Shirley found out that some small systems have the customers read the meters. They send out little cards and the customers write down the number. Vinnie said that how it used to be years ago. Dwight added that once a year some one would go out to the meters and read them. Shirley said that was an idea. Shirley told the commissioners that Tim over in Hopedale has gone completely to radio read. He told her that if we wanted to spend \$250.00 to \$300.00 per meter he could read our meters. Vinnie said that if we end up doing an assessment it might be worth it, if Hopedale is going to take us long term. Dwight agreed only if Hopedale takes us long term.

Billing options

To date we have not received the water bills for the quarter that ended on September 30th. So we are not sure what is going on with the billing. The new clerk, Debbie, in the Treasure/Collectors office created her own database for the water bills. She does have the ability to print up bills. This would be a quick fix. She can load it on the Water Commission/Board of Health computer and the bills can be printed in the office. It will be about \$7,000.00 for the computer program with KVS. Shirley said that Henry would have charge about \$3,000.00 just for the billing.

Hydrants

Shirley found out some information. The two out of service hydrants can be repaired; there are parts available. It would be about \$400.00 each. Shirley has the website for Darling hydrants to be able to get parts. To replace the hydrants is quite expensive. The cost of the hydrant could be as much as \$1,000.00. Then there is the cost of digging up the road, the valve has to be replaced, police detail, and the state may require on 140 a particular fill, and the road has to be paved. This could easily cost about \$3,000.00. Vinnie suggested shut it off and take it out of the ground. Take the hydrant out and cap the pipe. Dwight seemed to agree. Shirley said that we should do this right away because the one in front of Pettinelli is leaking and the gate valve is broken. Vinnie was wondering if they tried blowing it out to clean it.

Shirley found out to take a hydrant out of service, if you simply shut off the gate valve there is a chance that it could leak. To do it right you have to cap it on each side. But if we are getting rid of the system all together there is not water any way we don't have to do that.

If we go to wells and just keep the hydrants the water lines could freeze, because the water would not really be flowing. So that might not be an option. Vinnie said the only way that would be an option is if Hopedale made it a loop.

Shirley had to go to Sutfol Auto because Paul had missed him. So Shirley went to make an appointment for the cross connections. Vinnie wanted to know if we did any thing with Don Keller's garage. Shirley replied she mentioned it to Paul, she doesn't think any thing has been done yet, but we have enough problems right now. Vinnie it is a problem and he can fix it. He can not be above the law. You don't want him contaminating some else's drinking water. Shirley questioned Vinnie as to what he thought Mr. Keller's has a water cooler or soda machine. Vinnie said no he has water in that building. Missy pulled the as-built for the BoH records and it shows a water line that goes from the house to the garage. Dwight and Vinnie would like a letter sent to Don Keller. Shirley asked if they want her to talk to him first. They both agreed but Mr. Keller will have to comply.

Shirley asked Vinnie to talk to Gene Sears about the doing something with that one hydrant.

Leak Detection update

Northeast Rural did the leak detection and submitted a report to the water commissioners. There are no leaks with exception to the hydrant near the Pettinelli house on Cape Road. He estimated that it is a half a gallon to a gallon per minute. Which would be 500 gal. to 1,000 gal. per day and that is leaking at the gate valve Shirley believes. Vinnie and Dwight are in favor of taking the hydrant right out. Just send a letter to Fire Chief Johnson about the hydrant.

Master Meter Malfunction Update

Dick Killhart from Northeast Rural talked to Charlie Toomey. Charlie explained to him that there is a stuck valve that has to be repaired before he can fix the meter. Dick and Shirley went to see Tim over in Hopedale. Tim showed them his logbook and the valve has been stuck all summer. Dick made an appointment with Tim to go back and may be open the hydrant on each side they could force it out with a large amount of water.

Work Meeting

Shirley said that we should set a work meeting to go over the rates. We all ready know what we are going to pay for water. We have to know what the M & O agreement is going to cost us. We know it will be more than what Henry was charging us because there is more to do and prices has gone up. If the water cost \$4.55 per cubic feet, the lowest Shirley came up with is \$5.25 per cubic feet. Vinnie wants to know what will be the average bill. Shirley said that she has all that. 0 to 1,000 cubic feet would be \$55.00. 1,001 to 4,000 would be \$5.50 per hundred cubic feet.

The Commission set meetings for November and December. The Commissioners reviewed the mail and signed any bills.

Dwight Watson made a motion to accept the minutes from June 24th and October 14 as written. Vinnie Cataldo seconds the motion. All members agree. Motion carried.

Dwight Watson made a motion to adjourn the meeting. Vinnie Cataldo seconds the motion. All members agree. Motion carried. Meeting adjourned at 8:33 p.m.



**MENDON WATER BOARD
AGENDA
Thursday, September 16, 2004**

7:00 P.M. – Review minutes for August 5th and 19th

7:05 p.m. – Sign bills and review mail

7:15 p.m. Public hearing for rules and regulations.

Approved September 30, 2004



Town of Mendon
Water Commission
Meeting Minutes for
Thursday, September 16, 2004

Meeting called to order by Chairperson, Ms. Shirley Smith at 7:00 P.M.

Shirley Smith, Vincent Cataldo and Dwight Watson were present. Missy Kakela-Bottoms the administrative assistant was also present.

The Commissioners discussed there up coming meeting with the Board of Selectmen. Shirley will bring all her documentation because she knows that Ken is a stickler for all information. This will help support all the options. Vinnie said that if they "selectmen" say, we are going to try to go back to private wells, is have a public hearing. Send a letter to every one that is on public water. Let them know that this is not an option it is mandatory.

The Commissioners will have to get all the figures for all the options. Vinnie said get figures for a pipe from Milford, for our own well, and going back to private wells. When they have the hearing they have all the options for the water users to understand.

The Commissioners all so discussed if the Water Commission is dissolved maybe a hydrant committee should be in place. They would be in charge of find the best places for storage tanks with the hydrants around town for fire protection. The Commissioner may make this suggestion to the Selectmen.

Shirley opened the public hearing at 7:15 p.m. She read the public hearing notice that was posted in the local newspaper. Vincent Cataldo made a motion to close the public hearing due to no one is in attendance. Dwight Watson seconds the motion. All members agree. Motion carried.

Vincent Cataldo made a motion to accept the rules and regulations as written. Dwight Watson seconds the motion. All members agree. Motion carried.

Vincent Cataldo made a motion to accept the minutes from August 5th and 9th as written. Dwight Watson seconds the motion. All members agree. Motion carried.

Vincent Cataldo made a motion to adjourn the meeting. Dwight Watson seconds the motion. All members agree. Motion carried. Meeting adjourned at 7:52 p.m.

Approved September 30, 2004

Agenda-September 30, 2004

- I. Diameter of Route 140 water main
 - A. Discuss implications
 - 1. Fire protection
 - a. DEP requirements and potential cost
 - b. Ramifications regarding Hopedale contract
 - c. Alternative fire protection
 - d. Update on compliance with DEP deficiency #10
- II. Hopedale Contract Preliminary Draft
 - A. Positive aspects
 - B. Negative aspects
 - C. Possible negotiation strategy
 - D. Cost of legal fees?
 - E. Scheduling of meeting?
- III. Private Well Hearing Timeline
 - A. DEP authorization
 - A. Project presentation to well contractor
 - B. Public relations strategy
 - 1. Relate lack of and cost of other options (posters)
 - 2. Rate increase
 - a. Possibility of private well fund
 - 3. Presentation of info on fire protection (or lack thereof)
 - 4. Detail on financing where necessary (Fincom)
 - 5. Contact Joyce Gilmore
- IV. Henry Papuga
 - A. Contract itemization
 - B. Hydrant replacement?
 - C. More master meter problems
 - D. Scheduling of meeting?

Review minutes and mail. Set meeting dates for October.

(Note: The school year has started. My son will be having his scout meetings at the Clough School on the third Thursday of each month.)



Town of Mendon
Water Commission
Meeting Minutes for
Thursday, September 30, 2004

Meeting called to order by Chairperson, Ms. Shirley Smith at 7:03 P.M.

Shirley Smith, Vincent Cataldo and Dwight Watson were present. Missy Kakela-Bottoms the administrative assistant was also present.

Dwight had talked to Henry Papuga from Milford Water Company and Henry told Dwight he would get some figures to the Water commission. Vinnie agreed that Henry told him that he spoke to Dwight. Vinnie told Henry to send it to the Water commission office. Vinnie talked to Henry because if push came to shove with Hopedale, if the deadline rolls around and we can't come to an agreement with Hopedale will you still supply us water. Henry told him yes. Whether or not they can shut off the pipe you really don't know. Vinnie read the proposal and believed that it was unreasonable. If it were a long-term contract it would be different. Shirley said that Hopedale was adamant about not long term contract. Vinnie told Hopedale that we would only be interested in cleaning the line if it was a long-term contract.

Dwight said that we are still in a good position because if we fail to come to an agreement then by all means shut it off and then our lawyers will and have it turned back on and then it is out of both our hands. Hopedale had asked about Bellingham. Vinnie told them he did not know if they would sell us water. Shirley said that there is no way Bellingham will sell us water. Shirley said that many Bellingham residents including town officials are putting their own wells. The reason is they are stopping lawn sprinklers.

Vinnie has heard from other people, is the option of those people forming a water district and overwriting the water board. Shirley said that yes they can do this. There are a numbers of towns that do this and the town has nothing to do with it. The responsibility is with the water district to bill, test, setting rates and report.

Shirley did some research on the water main. She believed that it was an 8-inch main for Route 140 by looking at the original plans. After she reached she found that it was 6-inch transient pipe. Vinnie said that no mater what we do with town water we will never increase the volume. Shirley said exactly. DEP requires 8-inch mains. Shirley is not sure if at some time DEP can make us replace all the 6-inch mains.

Comprehensive Compliance Report

The deadline is coming up for deficiency number 10 a formal written schedule-flushing hydrant and gate valve maintenance. The gentleman from Northeast Rural met with Shirley and worked it out.

Hopedale Contract

If we are going to wells, the positive part of that is, if are goal going to convince our customers that public water is going to be more expensive than private wells. The high charges for water are in our favor. The \$250.00 charge for hydrants is lower than what is charged by Milford Water Company. Which is a saving of \$1, 240.00 per year. According to Shirley. Vinnie wanted to know how many hydrants do we have. Shirley said according to Henry we have 30 hydrants but she could only count 29 hydrants.

Hopedale will include no lawn sprinklers if we want. Shirley remembers this contract is tentative. They could have just put that out there to see if they could get it. But with it being only for a short time may be they could be reasonable, we don't want to over react. Shirley e-mailed Tim Watson letting him know that she believed proposed contract was unfair. Vinnie questioned who wrote the contract because it's signed by Tim Watson CC to the Water Commissioners. So Tim wrote this contract not the Commissioners. Shirley said that he would not do this with out the input from the Commissioners. She know that what it says, but Tim is all ways telling her that he can't speak for the Commissioners. Vinnie thinks this is what he is recommending to them. Vinnie also said that he has known Tim for a long time and he also known

Henry Papuga for a long time and don't believe either one of them. If you have a business that is failing and you need some one to pull you and make money. Henry is your guy. Dot your I's and cross your T's if your going in to a contract with him.

Shirley said if we can get rid of this, she does not believe we should pay one cent toward this. For a short period of time it is not going to improve our fire protection. If no lawn sprinklers and the price is high this will get us off the hook with our customers. We're not the bad guys. If we want to go for the private well and we have to make our minds up soon about that too.

Dwight said that he had seen Dr. Morin and he asked him if there was any wiggle room with this contract. He had asked which one and Dwight told him several. He told him that they could talk about it. Vinnie said if this was for three years and they want 25% for cleaning the pipe that might be reasonable. Dwight said that if we go with them, we won't get away with out giving them something. They have to sell this to the townspeople.

Vinnie said our propose is to get the best deal long term. If the wells are the best deal then so be it. If running a pipe to Milford ends up being the same; you might have 138 customers who will chose the town water. Shirley said that they would get out of having water bills. Vinnie explained to her that some people who are on town water enjoy and want town water. Regard less we are working for the people and getting the best deal for them. Vinnie does not want to force them off unless it is the most pliable thing and in the best interest of the customers. Even if the Selectmen say get rid of it, they don't care because it do not affect them. They don't want any part of until it affects them. Dwight had a conversation with Mr. Murphy on Cape Road and he told Dwight he would sell his house if we go to private wells. Dwight has all he could do to have the man calm down. Dwight explained that the water commission is exploring many options to solve the problems.

Vinnie explained there was an executive session meeting and anything discussed should not be leaked. Shirley said that it was all ready know. Vinnie said when push come to shove some one could end up in jail of leaking minutes from an executive session. Shirley said that they had a water study meeting and they had conservation in and Peter Coffin posed a questioned about what was going on and she panicked and did not want to seem there was a big secret.

Before the Commissioners can have hearing to discuss all the options they have to go back to Hopedale and negotiate for a final contract. Then decide if the water commissioners will represent the options or will they have some one like Joyce Gilmore do it for them. Vinnie said we need to get 3 estimates for laying a pipe from Milford to Mendon. Three estimates from well driller's for drilling wells. Negotiate this with Hopedale. And maybe even send a letter to Bellingham and negotiate long term with them. Even if we had 4 options lay it all out and have some one out side of us explain it to the water customers. Vinnie suggests have Joyce explain for the commissioners, she is well know and respected within the Town.

Shirley asked Vinnie if he wanted her to contact one of our engineer people and find out just what specification that will be need for the well driller's. Dwight thought it would be a good idea. Shirley will contact either Karen from Tata & Howard or Mike Zilch from Tighe & Bond. Vinnie will contact Joyce Gilmore.

Vinnie mentioned that the only option that will not be "etched in stone" will be the well option. Some house may hit ledge; the well might not be place near the existing water line there are different variables involved with the private wells.

Shirley said that if Hopedale does not allow lawn sprinklers a lot of water users would put in their own wells. And that will diminish our water use. Vinnie said that when we negotiate with Hopedale that will be something to talk about. Shirley said that she tried but did not get very far. Vinnie said that we have to talk to the full board and talk about eliminating the sprinkler systems if they give us permanent water.

The Commissioners talked about the Town taking a Federal Loan for the whole project and then placing betterment on all property. Maybe there is some Federal or State aide that could help the situation and talk to our State Rep's. This way the betterment is an average and all water users pay the same.

Dwight agrees to take out the hydrants that are broken out of service. Until the Commissioners know where they will be in the next few years.

The Commissioners would like to set up a meeting with Hopedale in executive as soon as possible.

Review of Propose Hopedale Contract:

Item 1: All were in agreement

- Item 2: All were in agreement
- Item 2b: Should be negotiated
- Item 2c: All were in agreement
- Item 2d: Ask Town counsel
- Item 2e: Should be negotiated or asked about
- Item 2f: Should be negotiated or asked about
- Item 2g: All were agreement
- Item 2h: Should be negotiated or asked about

The Commissioners would like this review by Town Counsel and have it back to the office by the October 11th incase they can meet with Hopedale. The Commissioner want to investigate why do we pay a hydrant fee. If this does not cover the maintenance of all the hydrants then what is the fee for.

Vinnie made a motion to accept the minutes for September 16, 2004. Dwight seconds the motion. All members agreed. Motion carried.

Dwight made a motion to adjourn the meeting. Vinnie seconds the motion. All members agreed. Motion carried. Meeting adjourned at 8:36 p.m.



Town of Mendon
Water Commission
Meeting Minutes for
Thursday, December 2, 2004

Meeting called to order by Chairperson, Ms. Shirley Smith at 7:10 P.M.

Shirley Smith, Vincent Cataldo and Dwight Watson were present. Missy Kakela-Bottoms the administrative assistant was also present.

The commissioners reviewed four proposals for certified operator and the commissioners decided to take them under consideration.

The companies are

Whitewater	\$6,900.00 plus other fees for labor and others
Safewater environmental	\$2,400.00 plus other fees for labor and others
Robert Bouchard	\$6,800.00 plus other fees for labor and others
Timothy Watson	\$9,600.00 per year labor included

The Commissioners discuss the purchase of a new master meter. Tim gave Shirley a quote of about \$12,000.00. The Commissioners discuss the fact that Hopedale wants the meter replaced could indicate that they are willing to sell the water to us and keeping us on if we get our water use down. Other wise you could patch it up and make due. They also talked that if the meter is fixed at the expense of Mendon then maybe the contract for water should be longer than just two or three years.

Hopedale does have an article on their next special town meeting to sell water to Mendon. Tim told Shirley that he is looking into new technology for pipe cleaning. Vinnie brought up the night that they met with Hopedale, they had dropped the figure for the pipe cleaning but we still not have a number. Shirley mentioned Hopedale original request was 44% of \$369,000 equaled \$162,360.00 which Vinnie said would be fine if it was a twenty year contract. If they 15% of that figure it comes to \$55,000 for three years is \$165,000.00 so we are not getting a bargain there.

Shirley said that yearly pipe cleaning could work to our advantage in motivation people off the system. Shirley talked to Tim and he was very positive about it, suppose we tell a customer that if they get off the system by June 30, 2005 they would not have to pay that charge. And hopefully Hopedale would subtract this from their yearly bill. Shirley said that the goal of both towns is to lower the use of water.

Vinnie said that they don't have a problem with that. They said that we're not worried about the water. They don't want to put a limitation to irrigation. They said it would be up to us (Mendon). Shirley said that they are worried about the water. They (Hopedale) believe the higher water rates will take care of the irrigation and Shirley thinks they are right.

Shirley wanted to know what the other members thought about adding Dudley Road to the pipe cleaning. She thought it has nothing to do with them. Vinnie and Dwight both agreed that they

are part of the system. Vinnie does believe isn't fair but they are water users just like the others. If they get a water main break the system as a whole pays for it. Dwight agreed with Vinnie. Shirley just wanted to run it by the two other commissioners.

The commissioners then discussed water sprinkler bans. Shirley said that they have every legal right to ban sprinklers. Shirley said that she had been thinking about this and it might be more problems than it is worth. Vinnie thinks you might be able to tell by the water bills. Shirley believes that if it is expensive enough they will put in their own well. Dwight told Shirley that during the last water ban, Milford Water Company went through the neighborhoods. He suggests contacting Henry to find whom they caught.

Vinnie made motion the change the water billing from quarterly billing to semi-annually billing. Dwight seconds the motion. All members agreed. Motion carried. This will be affective next billing cycle.

Vinnie mentioned that some of the water users that also have irrigation would get a pretty hefty water bill. Shirley agreed. They will have to stay firm. Dwight said that we are under the gun let them scream. Shirley said that if we get to much flack, let them form their own water district. Let them deal with all the problems. Dwight said that so far he likes what we are doing, because the Selectmen have not gotten involved. Which was his big fear.

Shirley talked about increasing the rate. Vinnie told her that we can talk about it but we can't do anything until we know what is going on with Hopedale. Shirley agreed. The primary objective is paying for the water. Which will be \$4.55 per hundred cubic feet. Shirley thinks we can keep that base rate of \$50.00 from 0 to 2,000 cubic feet. The lowest she can get for 2,001 to 8,000 cubic feet are \$5.25. That will give us \$00.70 to pay for all the other costs involved. Vinnie wanted to know if that would pay for everything as close as you can. It will if the high end users continue in their current usage.

Secondary objective if you read between the lines if we get the usage down to 4 or 5 million gallons maybe Hopedale will give us a permanent hook up. We can justify charging \$8.00 per cubic feet above 8,001, because that is excessive water use. Shirley had a list of towns and what they charge Holliston charges \$9.04 per cubic feet, also Sudbury charges the same. Dwight wants to be sure on the figures.

The commissioners discussed replacements of meters. Shirley will be sending another letter to Henry requesting an up date list of the meters and when they were replaced. Shirley asked the other how old are their meters. Vinnie believes that his meter was change but that was way back about 15 or 16 years ago. Shirley said that meters should be replace after 10 years and we need a meter replacement program.

16 Talbott Farm Drive – The resident is contesting his bill. The commissioners recommend that we will have his meter checked at his cost according to the rules and regulations.

The commissioners reviewed the mail, signed bills, and singed the letter to Henry. The commissioners will schedule a public hearing after they met with Hopedale. They will set rates after they hear from Hopedale.

5 Bates Street – Harry York came to talk about his bill. He is questioning way his bill is \$50.00 instead of \$33.60. Shirley explained that last year when they raised the rates; the commissioners tried to keep the lower rate for about 12 residents but was unable to do so. Shirley explained all the testing that have to be done, all DEP requirements, paying the certified operator that we are required. Dwight explained a minimum charge. Mr. York thanked the commissioners for their time and for explaining the bill to him. The commissioners thanked him for coming in and wished they could help.

Vinnie made a motion to adjourn the meeting. Dwight seconds the motion. All members agreed. Meeting adjourned at 8:45 p.m.

Approved May 17, 2005

Water Board Agenda
December 16, 2004

- I. Review Hopedale Meeting
 - A. Letter to Henry
- II. Certified Operator Decision
 - A. Eliminate 2 RFP's
 - B. Discuss remaining 2 RFP's
 - 1. Advantages
 - 2. Disadvantages
- III. Tata and Howard Well Report
- IV. Set date for meeting to:
 - A. Finalize rate hike figures
 - B. Decision on hearings
 - C. Set date for hearing
 - D. Letter to customers
 - 1. Reasons for rate hike
 - 2. Date of hearing

Approved February 15, 2005



Town of Mendon
Water Commission
Meeting Minutes for
Thursday, December 16, 2004

Meeting called to order by Chairperson, Ms. Shirley Smith at 7:03 P.M.

Shirley Smith and Dwight Watson were present. Missy Kakela-Bottoms the administrative assistant was also present. Vincent Cataldo was unable to attend.

The Commissioners discussed have a work meeting on January 6, 2005 and a public hearing on January 20, 2005. The work meeting would be to discuss the new rates.

The Commissioners discussed sending a letter to Henry about not buying water from Milford Water Company and purchasing water from Hopedale.

The Commissioners read and discussed the bids that they received for certified water operator. The bids were from Robert Bouchard, Safewaters, Tim Watson and Whitewater, Inc. After review the Commissioners felt that most bidders were too far in distance and/or over qualified for such a small system. Dwight Watson made a motion to nominate Tim Watson, no family relations, as Certified Water Operator. Dwight also wanted noted that there is no relation to him self to Tim Watson therefore no conflicts. Shirley Smith steps down as Chairman and seconds the motion. Both members agreed. Motion carried.

Shirley was in contact with Tata and Howard about wells they informed her that this is not there area of work but they would suggest a few names.

Dwight made a motion to adjourn the meeting. Shirley steps down as Chairman and seconds the motion. Both members agreed. Motion carried. Meeting adjourned at 7:40 p.m.

Approved February 15, 2005