

Allan Kent
Chairman



Kevin Rudden
Matthew O'Brien

TOWN OF MENDON WATER COMMISSION

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DEP Public Water Supply (PWS) ID #217900

mendonma.gov/water

Meeting Date: 4/3/2020

Meeting Location: Remote Meeting via conference call

Minutes Approved: 8/6/2020

Members Present: Allan Kent, Kevin Rudden, Matthew O'Brien

Water Clerk: Dan Byer

Others:

Absent:

The meeting was called to order at 3:01pm via conference call per the 3/12/20 state COVID-19 Open Meeting Law Amendments.

There are no minutes to review.

The commission discussed the new plan for signing vouchers. **Kevin made a motion to allow Dan to sign all vouchers on the commission's behalf up to \$5,000, Allan seconded and all approved.**

The commission discussed the COVID-19 Pandemic. There are no major impacts to the Water Commission or water services at this time.

The commission reviewed the FY21 budget.

The commission discussed the water study committee. Things are likely on hold for a while due to COVID-19. There is a \$50K earmark in the state budget for a study but it may get pulled due to COVID.

Dan updated the commission on the Town Hall well pump. There is a placeholder on the warrant for the annual town meeting for funding.

Kevin updated the commission, he has sent the letter to Hopedale (**Exhibit A**). The commission also discussed reaching out to Bellingham again.

The commission discussed the leak at 149 HAE. Kevin reached out to Braza and they can do the work. They will work with Dan.

The commission reviewed billing and the plan for late fees for the 3rd quarter bills. All agree we will waive the \$25 late fee and \$50 admin fee due to the COVID-19 Pandemic. Dan will issue late notices with interest only. The 4th quarter billing will be estimated for all those without replaced meters. Dan will include a note in the bills. **Kevin made a motion to waive the \$25 late fees and \$50 admin fees for the 3rd quarter bills due to COVID-19, Matt seconded, and all approved.**

The next meeting will be 5/7.

Kevin made a motion to adjourn at 3:49pm, Matt seconded and all approved.