

BOARD OF WATER COMMISSIONERS
Meeting on August 25, 2009

Present: Chairman Donald Bates, Vice Chairman George Cavanaugh, Superintendent Craig Wiegand, Secretary Kelly Springer

Absent: Clerk Danette Gonsalves

Chairman Donald Bates called the meeting to order at 8:30 a.m.

The minutes for the previous meeting held on August 11, 2009 were approved with a motion by Vice Chairman Cavanaugh and seconded by Chairman Bates; 2-0-0.

The Board reviewed the letter from Randolph Souza at 12 John Joseph Rd. requesting the abatement of the \$80 reconnection fee to his account. This account was turned off as part of the lien shut off policy and was subsequently turned back on after discovery of health concerns from the owners. The Board voted to deny abatement but would be willing to establish a payment plan. A letter is being sent to the owner with the Board's decision; 2-0-0.

The Board then reviewed a letter from Robert Augusta regarding his displeasure with the new seasonal lock box policy. Superintendent Wiegand sent a response letter to Mr. Augusta detailing the reasons for the policy change. No further correspondence has been received from this customer.

Superintendent Wiegand updated the Board on the recent RFP that went out for General Waterworks Supplies. Cape Winwater came in with the lowest bids in each category and was put before the Board to vote in acceptance of their bids. The Board voted in favor; 2-0-0.

In addition, Ti-Sales submitted the lowest bid for meters and radio reads. The Board voted to award them the bid with a vote of; 2-0-0.

A second RFP was sent out for SCADA, IT and Data. The Board voted to award the bid for IT to the Dennen Group and the bid for SCADA to ITS on a vote of; 2-0-0. The Data bid will be re-advertised for bid submittals in the coming weeks.

Superintendent Wiegand also updated the Board on the recent RFR and the submitted prices and qualifications from each company. The Department asked the Board to select three companies that submitted the best pricing for future project bidding with the Department. The three companies being considered are Haley & Ward, Polaris and On Site Engineering. A meeting with these companies will be scheduled for the next Board meeting on September 15th for further discussion.

The Board was also asked to vote on the new Fire Service policy requiring all Fire Service installations to be completed by the Water Department rather than contracted out to outside companies. The Board voted in favor of the policy change; 2-0-0.

In closing, Superintendent Wiegand asked for a vote in favor of an article submittal at the town meeting being held on November 12, 2009 asking for use of \$150K for the purchase of an excavator for water main projects. The Board voted in favor; 2-0-0.

The next meeting will be held on Tuesday, September 15th 2009.

The meeting was adjourned at 8:50 a.m. with a motion by Chairman Bates and seconded by Vice Chairman Cavanaugh; 2-0-0.

Respectfully submitted,

Donald T. Bates, Chairman

Craig Wiegand, Superintendent

George Cavanaugh, Vice Chairman

Kelly Springer, Secretary

Danette Gonsalves, Clerk