



OFFICE OF THE  
WATER DEPARTMENT  
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**Water Commission Minutes**  
**Wednesday, June 29, 2022**

**Approved: 7/20/22**

John O'Brien called the meeting to order at 6:08 pm  
Other member(s) present: Mat Morton  
Meeting held: At the Dunstable Town Hall, 511 Main Street, lower level  
In attendance:

**Reviewed & Signed:**

- All Bills Outstanding Since Last Meeting
- All Payroll Outstanding Since Last Meeting

**Department Operations Update**

Mr. O'Brien began by reporting operations are normal. The Water Dept. has transitioned to quarterly billing as requested by ratepayers. A letter was sent out explaining the transition. The Commission anticipated some likely feedback from ratepayers as well. Mr. O'Brien then reported on a problem with the meter at Swallow-Union and the arrangements that were made to repair it. The cost was around \$500 that the School District had to pay. After testing the meter it is apparent it was undercounting the usage substantially. Mr. Morton noted the existing bill was usually around \$12,000 on average on the semiannual system for them. Discussion briefly turned to the seeming amnesia over the Water Infrastructure Projects basis being the ACOP with DEP. It is an irrefutable fact that the project was done at the direction and compulsion of the Massachusetts Department of Environmental Protection. Had the town failed to carry out the project the town would have been fined and taken to court. Discussion then shifted to speculation about the Affordable Housing Project. Mr. O'Brien reminded that the project would have to be on the water system and however many units would be brought on would be additional ratepayers. The more the system expands the less the burdens become on each individual ratepayer. In other words the cost will be more spread out and therefore felt less acutely.

**Town of Pepperell Water Operator Services Review**

Mr. O'Brien reported on some discussions with Pepperell. There have been many questions from the firms conducting work on Rt. 113 for MassDOT. They have requested to see a copy of the contract for the work to see what it says. Pepperell has some opinions, and would be okay with expressing them. But Dunstable has to determine how that should be handled. Roads Commission took care of virtually everything in relation to this including the seeking of ARPA funding for the water portion of the Infrastructure Project. Mr. Morton had some recollections, but not total recall and reminded that this project was years in the making. There were many meetings between numerous parties from the Roads Commission to the Board of Selectmen to abutters and MassDOT officials. Regardless, he agreed to speak with the Highway Dept.'s Administrative Assistant to see if there are any copies in the office that Water Commission could review. Or if there kept by someone else, to know who that would be. Mr. O'Brien stressed that his main objective is to ensure that if there is a Water Dept. responsibility that it is being carried out. The Water Dept. shouldn't be caught neglecting any duties it

may have accrued ancillary to this project given the importance of it and the opportunity to do this water system work with ARPA funds.

### **Next Meeting/Regular Meetings**

The next meeting is expected to be scheduled for July 20.

### **Authorization of Accounts Payable & Payroll**

The Commission considered and signed off on all of its outstanding bills. The Commission then reviewed and approved payment of the bills and also signed all outstanding department payroll. Mr. O'Brien then briefly reported on all bills he'd reviewed and approved since the last meeting in his capacity as chair. He noted these are the usual ones, utilities, alarm, and the like.

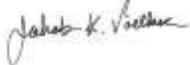
### **Minutes**

The Commission considered the minutes from its meeting held on May 18, 2022. Seeing no reason to modify the minutes the Commission determined to accept the minute.

A motion was made by Mr. Morton to approve the minutes of May 18, 2022 as written. The motion was seconded by Mr. O'Brien and passed by majority vote.

A motion to adjourn was made by Mr. Morton at 6:41 pm. The motion was seconded by Mr. O'Brien and passed by majority vote.

Respectfully submitted by



Jakob K. Voelker  
Assistant Town Administrator