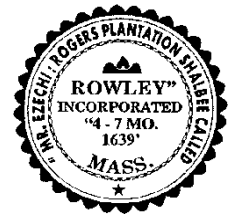


Town of Rowley
Municipal Water Department
401 Central St., PO Box 29, Rowley, MA
Office: 978.948.2640 Fax: 978.948.8200



January 16, 2018 Meeting Minutes

Those present: Chairman Mark Emery, Commissioner Bernard Cullen, Commissioner John Manning, Rob Swiniarski, Administrative Assistant, Kathy Bento, Finance Committee Member, Jami Snow, (audience: resident, Steve Peterson)

Call Meeting to Order:

6:00 pm: Chairman Emery called the meeting to order at 6:01.

6:15 Appointment:

Steven Peterson, 42 Summer St. requesting a lien be put on the property. Board to vote on a lien:

Old Business:

1. Update/Progress Report on Well #2:

Rob Swiniarski said the plant has been running for five days and everything is fine. Commissioner Cullen asked if the electric usage could be kept track of, Rob said it could. Commissioner Manning motioned to not proceed with the change order Commissioner Cullen seconded. **All in favor at 6:05.**

Chairman Emery moved to the 6:15 Appt.:

Resident Steve Peterson explained that he is requesting a lien be put on the property. It is a duplex, with only one water meter. He said he has always paid ½ of the bill, and has cancelled checks for documentation. The owner of the other condo has not paid his water bill and the condo is going into foreclosure. Mr. Peterson wants a lien put on the house so that he will not have to pay the remaining balance. Commissioner Manning motioned to place a lien on the property. Commissioner Cullen seconded. **All in favor at 6:15.**

2. Update on the Budget:

Commissioner Cullen explained the changes he had made on the spreadsheet, showing the actuals for FY16 and FY17 and what was spent year-to-date FY18 so there is a way to compare where the department is currently, against the fiscal year 18 budget. He went through the lines, making suggestions and explaining how he arrived at the numbers. (details attached)

New Business:

1. Final vote on Emergency and On-call Excavation Bid – Vote on hiring a Backup Contractor:

Chairman Emery said he feels the Board can vote to forgo the option to hire a backup contractor. Commissioner Manning said that the primary contractor will be responsible for supplying a backup. Commissioner Manning motioned to not follow through with the option to hire a backup contractor. Commissioner Cullen seconded. **All in favor at 7:02.**

2. Discuss Letter from Joe Watson, 430 Central St.:

Chairman read aloud the letter from Mr. Watson, (letter attached), Commissioner Manning motioned to table this for a month and follow-up with legal counsel. Commissioner Cullen seconded. **All in favor at 7:11.**

General Business:

1. Discuss Current and Future Operations of the Department:

The Board said they would review the Operations Report.

Approval of the Minutes:

Accept and approve the minutes of January 2, 2018:

Commissioner Manning motioned to accept the minutes. Commissioner Cullen seconded. **All in favor at 7:18.**

Adjourn

Commissioner motioned to adjourn. Commissioner Cullen seconded. **All in favor at 7:19.**

Minutes respectfully prepared by Kathy Bento

Minutes accepted at the January 30, 2018 meeting

Documents provided/discussed at meeting are available at the Water Department office:

Meeting Agenda

Sign-in Sheet

Budget reports

Letter from resident of 430 Central St.

Letters and documents regarding 42 Summer St.

Amended Water Rate Study Agreement

Monthly Operations Report – December

'Open Meeting Law,' G.L. 39, S.23B, the approval of these minutes by the Board constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Board as to the completeness or accuracy of such statements.

