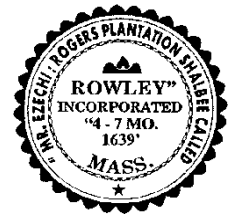


**Town of Rowley**  
**Municipal Water Department**  
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### **March 6, 2018 Meeting Minutes**

Those present: Chairman Mark Emery, Commissioner Bernard Cullen, Commissioner John Manning, Chief WTP Operator, Rob Swiniarski, Administrative Assistant, Kathy Bento.

#### **Call Meeting to Order:**

Chairman Emery opened the meeting at 6:00.

#### **Old Business:**

##### **1. Vote on the Finalized Budget:**

Commissioner Cullen explained that he reviewed the budget with the Town Accountant, Sue Bailey. She reworked some of the overhead numbers. He said that the IRS allows budget surplus so now we can redo the numbers so the bottom line comes to zero which is what it needs to be. He then explained some of the changes made and commented that expenses are 38% below FY17. Commissioner Manning made a motion to approve the additional funds as noted, and not the seven Articles as presented. Commissioner Cullen seconded. **All in favor at 6:20.** Commissioner Cullen made a motion to accept the budget, contingent upon Sue Bailey agreeing on the management of the budgeted surplus. Commissioner Manning seconded. **All in favor at 6:22.** Commissioner Manning made a motion to use Rob Swiniarski's letter to the Board regarding FY19 Proposed Articles for the April 30, 2018 Annual Town Meeting, dated March 6<sup>th</sup>, as is, except to remove the sentences, "prices quoted by Tata & Howard." Commissioner Cullen seconded. **All in favor at 6:23.**

##### **2. Vote on submitting the RWD section for the Annual Town Report:**

Commissioner Manning stated that the report should include information about the Rate Study. Commissioner Cullen agreed. Commissioner Manning asked the staff to look over the Operations Reports for additional highlights to add, and present them at the next meeting.

#### **Adjourn:**

Commissioner Cullen motioned to adjourn. Commissioner Manning seconded. **All in favor at 6:35.**

Minutes respectfully prepared by Kathy Bento.

Minutes accepted at the April 17, 2018 meeting

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

Meeting Agenda  
Sign-in Sheet  
Application for Abatement 185 Newburyport Tpk.  
Feb. 20, 2018 minutes  
Feb. 27, 2018 minutes  
Operations Report  
Email re 414 Haverhill St.  
Email re bill mailings  
Water Dept. annual report  
Email from Debbie Eagan re superintendent position  
Superintendent job posting  
RWD financial reports  
Quotes for equipment  
RWD 2019 Budget Overview  
2018 Unidirectional Flushing Plan  
Rob Swiniarski's letter to the Board re FY 2019 Article requests

*'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.*

DRAFT