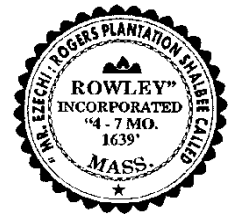




**Town of Rowley**  
**Municipal Water Department**  
**401 Central St., PO Box 29, Rowley, MA**  
**Office: 978.948.2640 Fax: 978.948.8200**



## **December 11, 2018 Meeting Minutes**

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

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

Chairman Emery called the meeting to order at 6:30

Chairman Emery expressed his sadness for the passing of the past Commissioner of the Water Department, Roy Ricker, and asked for a moment of silence.

### **Old Business**

#### **1. Discuss Commissioner Cullen's meeting with the Personnel Board:**

Commissioner Cullen said the Board signed off on the Superintendent's job description. Still undecided is the grade level and the salary. Any job posting can have the revised description, but there will be no change in the grade level until further discussion. He encouraged that the salary needs to be in the \$90 – 100,000 range, which is the average rate. Commissioner Cullen also raised the issue of benefits, and the need to be able to negotiate. He said in January he will review the other job descriptions with the Personnel Board.

### **New Business**

#### **1. Discuss Abatement Application for 430 Central St:**

Commissioner Manning motioned to approve the abatement. Commissioner Cullen seconded. **All in favor at 6:50.**

## **General Business**

### **1. Discuss current and future operations of the department:**

- Commissioner Manning said the contract with Pennichuck is expiring in April. He would like to opt for a two year contract instead of a three year.
- Rob said Ryan McDonald is ready to be the unofficial on-call backup. He will still be shadowing him. Chairman Emery said that is a very good idea.
- Rob said Well #5 has been completed and back on-line and running well. He said the water quality is excellent. Next week we will start on Well #3.
- Chairman Emery said the gate at the bottom of Prospect Hill is missing again. He suggested we do something to secure it. Commissioner Manning said we need to be on guard to protect the water supply.

### **2. Discuss 2020 budget:**

- Chairman Emery said we will need to factor OSHA compliance into the budget.
- Commissioner Cullen said we are running approximately \$40,000 under budget and hopefully by the end of the year we will be calling excavating teams as needed as opposed to being locked into a price. Rob Swiniarski said if we get more staffing we will be able to do a lot of the work ourselves. He said we have to remember that someone needs to be at the Treatment plant at all times.

Commissioner Cullen and Rob will work together on the next budget.

**Approve the Nov. 13, 2018 minutes:**

Commissioner Cullen motioned to accept the minutes. Commissioner Manning seconded. **All in favor at 7:24.**

**Adjourn**

Commissioner Manning motioned to adjourn. Commissioner Cullen seconded. **All in favor at 7:26.**

Minutes respectfully prepared by Kathy Bento.

Minutes accepted at the January, 2019 meeting

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

Meeting Agenda

Sign-in Sheet

*'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.*

