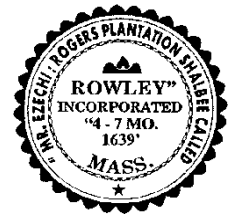


Town of Rowley
Municipal Water Department
401 Central St., PO Box 29, Rowley, MA
Office: 978.948.2640 Fax: 978.948.8200



August 7, 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 6:35.

Old Business

1. Discuss change in cell phone service:

Chairman Emery said Bob Gray is not pleased with the cell phone service from Sprint. There was a dead spot in his area. Commissioner Cullen said it is important to hear from Bob to get his full opinion.

2. Update on HVAC bids:

Chairman Emery explained that the bids came in over budget.

Commissioner Manning motioned to recommend the Selectmen move \$8000 from the Emergency and Unforeseen line to an appropriate budget line.

Commissioner Cullen seconded. **All in favor at 6:35.**

New Business

1. Discuss office printer:

The Administrative Assistant said that the vendor hasn't given them a quote yet, but the department would like to lease a new printer. Chairman Emery suggested they get the same model as the Water Treatment Plant. He said to try and get the price down.

2. Update on the Pine Grove School repair and related matters:

Rob Swiniarski explained that there is new construction being done at the Pine Grove School and another job was being done at Main and Hammond Streets. The water department crew was unable to shut down the water mains during construction. Further investigating needed to take place to get the water to shut down to complete the job. The crew was able to get the water shut off to the area two days later. The job scheduled for Monday night was completed Thursday night. Commissioner Cullen said the department needs a program for exercising the gate valves. Rob said they are getting a plan into place to exercise every year, and perhaps twice a year. Commissioner Manning suggested getting it on the schedule for next year. Chairman Emery pointed out that manpower is an issue.

General Business

1. Discuss current and future operations of the department:

Chairman Emery said the next meeting will be August 21 at 6:30 at the WTP.

Approval of the Minutes

1. Approve the minutes of April 23, 2018

Commissioner Cullen motioned to accept the minutes. Commissioner Manning seconded. **All in favor at 6:57.**

2. Approve the minutes of May 14, 2018

Commissioner Cullen motioned to accept. Chairman Emery seconded. **All in favor at 6:59.**

Adjourn:

Commissioner Manning motioned to adjourn. Commissioner Cullen seconded. **All in favor at 7:02.**

Minutes respectfully prepared by Kathy Bento.

Minutes accepted at the, 2018 meeting.

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

Meeting Agenda

Sign-in Sheet

Email from Debbie Eagan re HVAC

HVAC Bid results

Minutes

'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.

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