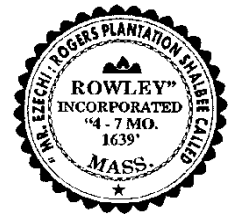




Town of Rowley

Municipal Water Department
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January 8, 2019 Meeting Minutes

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

Call Meeting to Order:

Chairman Emery called the meeting to order at 6:32.

Chairman Emery moved to New Business #3.

Commissioner Manning dismissed himself from the meeting due to illness.

New Business

3. Discuss the RFP for billing services:

Commissioner Manning said the RFP will be issued on January 28th, the deadline for questions is Feb. 12th, and the proposals are due on Feb. 28th. Commissioner Cullen said whomever wins the bid will have to refine and redesign the bills. Chairman Emery motioned to sign the RFP. Commissioner Manning seconded. **All in favor at 6:35.**

1. Discuss flooding issue at 385 Wethersfield:

Mr. Pugliaris, resident, said he is very concerned about the flooding on both sides of the street because the situation is dangerous. Chairman Emery said there is a spring in the area. Rob Swiniarski said the department has been investigating this for several years and both companies who have tested for leaks have reported negative findings negative. He said he is willing to hire a contractor to see if there is a leak, and if so and it is due to the infrastructure of the water system, then the department will fix it. He said if there is not a leak in the system, then the issue has to be passed on to the Town. Chairman Emery also said that the Highway Department will get on board if we find it is not an infrastructure problem. Chairman Emery motioned to have a leak detection done for the area. Commissioner Cullen seconded. **All in favor at 6:55.**

2. Discuss abatement application from 9/11 Vito Court:

Commissioner Cullen motioned to accept the abatement. Chairman Emery seconded. **All in favor at 7:00.**

4. Discuss and vote on a policy for non-compliance regarding meter repairs:

Chairman Emery said to send the notices in a first class envelope rather than the postcards.

Commissioner Cullen said there should be a one notice sent and the second notice should be the shut-off notification. Chairman Emery asked the administrative assistant to re-write the policy and put the item on the next agenda.

5. Discuss Prospect Hill Valve Modification:

Rob Swiniarski explained that there is too much infrastructure at the bottom of Prospect Hill and most of the valves can't be located. They are trying to simplify the system. Chairman Emery recommended that an article be created to address this issue.

6. Discuss Taylor Lane and other similarly scaled developments:

Rob Swiniarski explained that a developer has proposed building 60 homes on Taylor Lane. Rob has concerns about developing there because he is not certain the infrastructure is able to handle a development of that scale. Commissioner Cullen said we need a policy saying we don't want any dead-end developments. Chairman Emery said to have Tata & Howard review the proposal and to send it to the Planning Board. Chairman Emery motioned to have Commissioner Cullen represent the Department at the Planning Board meeting. Commissioner Cullen seconded. **All in favor at 7:35.**

General Business

Chairman Emery moved to General Business #2

1. Discuss FY20 Budget:

Commissioner Cullen said we are moving in a good direction. We are still working on some line items and some can be reduced by quite a bit. He said the cost of distribution maintenance was underestimated, but the water treatment maintenance was less, so the funds needed for distribution can be moved from there.

Chairman Emery said the compressor needs to be replaced and suggested we acquire one with the Highway Department. Rob said the Highway's is smaller than he needs and that it is a necessity in an emergency and has to be reliable. Commissioner Cullen said this will be another Article.

2. Discuss Current and future operations of the department:

Rob said that Well 3 is almost finished and will be up and running soon.

3. Discuss Dep inspection of the WTP:

Rob Swiniarski said the DEP conducted an unofficial inspection and were very pleased with their findings. He said the Sanitary Survey, which will most likely be in the spring, will be the official inspection of all aspects of the treatment and distribution systems.

Approve the Minutes

November 27, 2018: Commissioner Cullen motioned to accept the minutes. Chairman Emery seconded.
All in favor at 7:45.

December 4, 2018: This is put off until the next meeting as Chairman Emery was not in attendance.

December 11, 2019: Commissioner Cullen motioned to accept the minutes. Chairman Emery seconded.
All in favor at 7:46.

Adjourn: Commissioner Cullen motioned to adjourn. Chairman Emery seconded. **All in favor at 7:55.**

Minutes respectfully prepared by Kathy Bento.

Minutes accepted at the February 5, 2018 meeting

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

Meeting Agenda

Sign-in Sheet

RFP

Minutes

Noncompliance draft Policy

Vito Court abatement info. 385 Wethersfield St. doc.

'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.

