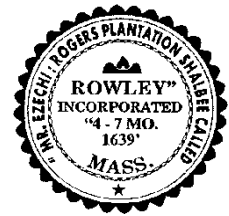




**Town of Rowley**  
**Municipal Water Department**  
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## **February 19, 2019 Meeting Minutes**

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

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

Chairman Emery called the meeting to order at 6:00

### **Old Business**

#### **1. Discuss OSHA compliance:**

Chairman Emery said that Bob Gray has received quotes for the filter system.

We have a point person from MIIA who will meet with us to tell us where we stand and what we need to do to be in compliance.

### **New Business**

#### **1. Discuss abatement for 12 Country Club Way:**

Commissioner Cullen motioned to accept the abatement. Chairman Emery seconded. **All in favor at 6:40.**

#### **2. Discuss letter sent to the Selectmen:**

BC said he attended the meeting last night and one item agreed to was to allow the department to have the freedom to hire where ever we feel is appropriate on the pay scale. He explained that there is no change on the existing vacation or health insurance policies. Chairman Emery said they need to talk again with the Board. They have to agree to more than that or we will not get any applicants. He said we can't go any longer without a Superintendent. Commissioner Cullen said the other job descriptions need to be done and he will speak with the Town Administrator this week.

### **General Business**

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

Rob Swiniarski explained that the Well 3 casing is in, but not set yet. It will be completed tomorrow and the pump will also be installed.

Rob said he has been working on the 2018 DEP Annual Statistical Report. He will keep the Board updated.

**2. Discuss FY20 budget and articles:**

- Commissioner Cullen said he has been working on the budget and we are running materially ahead of where we projected. He said we are in reasonably good shape, revenue wise, for the year. Rob asked if the gate valve replacements were going to be budgeted as an article. He said Main and Haverhill Streets could be done out of this years' budget. Chairman Emery said he would like to see gate valves included in every budget. Rob requested an Article for replacing the gate valves. The Board members agreed.
- Chairman Emery said he would like a replacement plan for all the laptops.

**Adjourn**

Commissioner Cullen motioned to adjourn. Chairman Emery seconded. All in favor at 7:38

Minutes respectfully prepared by Kathy Bento.

Minutes accepted at the March , 2019 meeting

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

Meeting Agenda  
Sign-in Sheet  
Email from Amy Lydon  
FY20 Budget revisions  
Budget reports  
Letter re OSHA  
Revenue estimates

*'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.*

