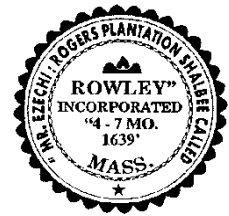




Town of Rowley
Municipal Water Department
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Office: 978.948.2640 Fax: 978.948.8200



April 2, 2019 Meeting Minutes

Those present: Chairman Mark Emery, Commissioner John 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 6:35.

Items

1. Discuss abatement for 25 Heritage Way:

Commissioner Manning made a motion to approve the abatement. Commissioner Cullen seconded. **All in favor at 6:37.**

2. Discuss Superintendent's position:

Commissioner Manning motioned to advertise for the position with a start date of July 1st. Commissioner Cullen seconded. **All in favor at 6:40.**

Chairman Emery requested to combine Items 3, 4, and 8 for discussion.

Discuss budget, articles, and warrants:

Commissioner Cullen explained each line of the Department's FY20 budget, the debt, the revenues, and the expenses. He also explained all of the articles being presented at the Special and Annual Town Meetings, (see attached). He said the revenue projection is conservative and believes there will be a surplus of approximately forty thousand dollars. The Board agreed on some adjustments to the wording of the Articles.

Commissioner Manning moved to approve Commissioner Cullen's reports, Chairman Emery seconded. **All in favor at 7:12.**

5. Discuss Georgetown Water Department and bulk rates:

Rob explained that he and Commissioner Cullen had calculated some options for charging Georgetown for water. The first option would to charge \$480,000 for a yearly usage fee which is about 25% of the department's total budget. The fee would cover the department's operations cost. This could be paid on a monthly basis. The second option would be to charge a connection fee of approximately \$20,000 per month with a usage charge of 7/1000 gal. The third option would be to charge a straight rate of 12/1000 gal. Rob recommended the flat fee per month. Commissioner Cullen recommended giving Georgetown the choice between options 1 and 2. Commissioner Manning suggested to have another meeting with Georgetown to

negotiate the rates. Chairman Emery agreed. Commissioner Cullen motioned to authorize Commissioner Manning clarify the terms and conditions with Georgetown. Chairman Emery seconded. **All in favor at 7:35.**

6. Discuss current and future operations of the department:

- Chairman Emery said the Highway Dept. has asked for our assistance in collecting the white and metal collection with the Board of Health. The date is April 27th. Commissioner Manning made a motion to authorize the RWD employees to help with the collection. Commissioner Cullen seconded. **All in favor at 7:50.**
- Chairman Emery asked about the flushing project. He said we need to start this in the near future. Rob explained that the unidirectional flushing cannot be done until he has a bigger staff. He said, however, he would get the dead-end streets done. Chairman Emery suggested he ask the Highway Department to help with the flushing at night. Rob said he'd get a plan together and it will be on the next agenda.

7. Discuss the demolition of the building at Well #1.

Rob explained that the building is approximately 260sf and needs to be demolished because it is dangerous. Chairman Emery said we need to get rid of the liability for the town since it is potentially hazardous. Rob said he will be starting the paper work process.

9. Discuss and vote on the Tata & Howard proposal for New Water Source and New Tank Evaluation project:

Rob said that Tata & Howard arranged the proposal so the storage tank and well investigation are separate. Commissioner Manning favored not splitting the proposal. Chairman Emery agreed. Commissioner Cullen favored keeping the projects combined, giving the department more control of the projects. He had already presented the project to the Selectman as costing \$30,000, not \$54,000, which is what the proposal says. Chairman Manning moved to forward with the price of \$30,000. Commissioner Cullen seconded. **All in favor at 7:55.**

10. Discuss 2018 draft of the Consumer Confidence Report:

The Board commended Rob for a good job done on the report. Commissioner Cullen said the chlorine by-products have gone down which is great news. He also made comparisons with other towns and Rowley has done very well. He suggested making a table of results to post on the website when all of the results are in. Commissioner motioned to have the draft finalized. Commissioner Cullen seconded. **All in favor at 8.09.**

11. Discuss the April 16th Public Hearing Meeting agenda:

The Board agreed to have on the next agenda, an item to review and vote on water rate reductions for the next fiscal year.

*The Board agreed that the future meetings be held on April 16th, April 30th, and May 21st.

Minutes Approved

March 19, 2019:

Commissioner Cullen motioned to accept the minutes. Commissioner Manning seconded. **All in favor at 8:13.**

Adjourn

Commissioner Manning motioned to adjourn. Commissioner Cullen seconded. **All in favor at 8:15.**

Minutes respectfully prepared by Kathy Bento.

Minutes accepted at the April 30, 2019 meeting

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

Meeting Agenda
Sign-in Sheet
Minutes
Budget reports
Articles reports
CCR draft report
Tata and Howard proposal
Well #1 documents
25 Heritage Way abatement application

'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.

