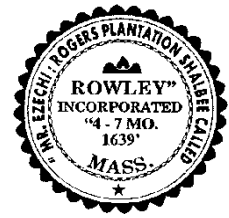




Town of Rowley

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



May 21, 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 6:37

Items

- 1. Discuss abatement application for 40 Longmeadow:**
Commissioner Cullen motioned to grant the abatement. Commissioner Manning seconded. **All in favor at 6:40.**
- 2. Discuss abatement application for 204 Dodge:**
Commissioner Manning motioned to grant the abatement. Commissioner Cullen seconded. **All in favor at 6:43.**
- 3. Discuss Sanitary Survey preparation:**
Rob said he is currently working on the monthly and annual reports. The Treatment plant will be inspected on June 19. He said Bob Gray will be taking care of the Distribution and the administrative assistant will take care of the managerial piece. That inspection will be on June 26. Ron said Bob Walsh will be in to help with the process. He asked Commissioner Cullen to assist with the Capital Improvement Plan.
- 4. Update on shut-off notice process:**
The Board was presented with Pennichuck's new format for past due, and disconnect

Notices. The first round of shut-offs will begin on June 3 and the last will begin on October 7th. The notices will be mailed 14 days prior to the shut off date.

The Board discussed some instances of very high, unpaid balance where there is no attempt to resolve the issue, and agreed that the water will be shut off in these cases.

5. Discuss the use of salt and road deicing materials around the wells:

Commissioner Cullen said there are elevated levels of chloride around the Rt. 133 and Route 1 intersection. He wants the staff to see if anything can be done to prevent the water from getting into the well fleet or just be more prudent with the amount of salt used. Commissioner Manning asked if there are any alternative chemicals. He asked the staff to contact the State Highway department for guidance. Commissioner Manning motioned for Commissioner Cullen to contact the state for alternatives for salt in that area. Chairman Emery seconded. **All in favor at 7:12.**

6. Discuss Georgetown water issue:

Rob explained that Georgetown revised the amount of water they will need from the connection, and they now predict they will need approximately 100 – 125 gal/day. He said they may or may not need the connection in August, but if they do, they have asked for a flat rate fee per week. Commissioner Manning suggested we prorate the fees. Commissioner Cullen motioned that Commissioner Manning continue with the negotiations with Georgetown and Town Counsel and to move forward with emergency and long term. Chairman Emery seconded. **All in favor at 7:25.**

7. Reorganization of the Board:

Commissioner Manning congratulated Commissioner Cullen on his re-election to the Board. Commissioner Manning made a motion to maintain the Board as is for another year. Commissioner Cullen seconded. **All in favor at 7:26.**

8. Vote on HVAC quotes:

Commissioner Manning made a motion to accept the quote from Dry Air Systems. Commissioner Cullen seconded. **All in favor at 7:28.**

9. Discuss current and future operations of the department:

- Chairman Emery set the next meeting dates for June 11th and 25th and July 9th.
- Commissioner Cullen presented the Revenue and expense reports. He said he projects we will continue to be in good shape for the remainder of the fiscal year.
- Commissioner Manning suggested the department take advantage of the resurfacing of Rt. 1 to work on projects in that area. Rob said the gate valves will be marked out. He will consider what may need to be done.

Approve Minutes:

April 23, 2019:

Commissioner Manning motioned to approve the minutes. Commissioner Cullen seconded. **All in favor at 7:40.**

Adjourn

Commissioner Manning motioned to adjourn. Commissioner Cullen seconded. **All in favor at 7:45.**

Minutes respectfully prepared by Kathy Bento.

Minutes accepted at the June 11, 2019 meeting

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

Meeting Agenda

Sign-in Sheet

Minutes

Email from Town Administrator

Policy for Non-pay

'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.

