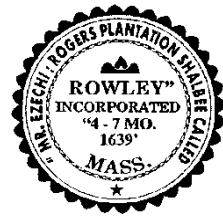




Town of Rowley  
Municipal Water Department  
401 Central St., Rowley, MA  
Office: 978.948.2640



## January 21, 2020 Meeting Minutes

Chairman Mark Emery, Commissioner, John Manning, Commissioner, Bernard Cullen, Superintendent, Bob Gray, Administrative Assistant, Kathy Bento

### Call Meeting to Order:

Chairman Emery called the meeting to order at **6:30**

### Agenda Items

**1. Discuss abatement for 50 Mansion:**

Commissioner Manning motioned to do a data logger, notify the customer, and to put this item on a future agenda. Commissioner Cullen seconded. **All in favor at 6:46.**

**2. Discuss and vote on extending Keith McDonald's probationary period:**

Commissioner Manning motioned to extend the probationary period for an additional six months. Commissioner Cullen seconded. **All in favor at 6:50.**

**3. Budget Update:**

Superintendent Gray said he is continuing to work on the budget. He discussed several lines that may need to be increased. Chairman Emery requested he and the other Commissioners be sent a preliminary budget.

**4. Annual Report:**

The Board reviewed the Annual Report and made some minor amendments. Chairman Emery asked to have the changes sent to the Board and the item will be put on the next meeting agenda.

### Adjourn:

Commissioner Manning motioned to adjourn. Commissioner Cullen seconded. **All in favor at 7:15.**

Minutes respectfully prepared by Kathy Bento.

Minutes accepted at the February 4, 2020 meeting

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

Meeting Agenda  
Budget reports  
Preliminary budget draft  
Annual Report draft  
Minutes  
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.*

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