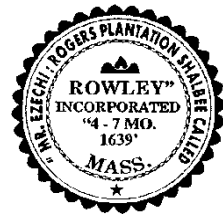




Town of Rowley
Municipal Water Department
401 Central St., Rowley, MA
Office: 978.948.2640



May 26, 2020 Meeting Minutes

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

Call Meeting to Order:

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

Agenda Items

1. Discuss drop-box:

Superintendent Gray explained that he developed a procedure to document all payments left in the drop box, in order to ensure they are processed in the event that they are lost in transport.

2. Discuss the on-call schedule:

Bob Gray explained that he would like to put Laborer Keith McDonald, on the schedule in order to allow the Chief Water Treatment Plant Operator to have some time off. He is currently on-call 24/7. Bob said it would also be a learning opportunity for Keith. This would be a temporary measure, until the job descriptions are revised.

3. Discuss proposal for the design of the Dodge Road water main:

Commissioner Bernie Cullen asked for this item to be tabled until Chairman Emery is back. Bob Gray agreed. Commissioner Cullen made a motion to table item until the full Board is available. Commissioner Manning seconded. A role call was taken. **All in favor at 6:40.**

4. Vote on abatement application for 244 Wethersfield St.:

Commissioner Cullen motioned to grant the rebate of \$10,045.00. Commissioner Manning seconded. A role call was taken. **All in favor at 7:10.**

5. Superintendent's report on current and future operations of the department:

Bob Gray said that everything in the department is going well. He mentioned that the Fire Department was able to use the UTV to extinguish three brush fires during the past week, which is an example of the interdepartmental advantages of having purchased the vehicle.

Approve the minutes:

May 12, 2020:

Commissioner Manning pointed out a mistake on a date.
Commissioner Cullen motioned to approve the minutes with the correction. Commissioner Manning seconded. A roll call was taken. **All in favor at 7:30.**

Adjourn:

Commissioner Manning to adjourn. Commissioner Cullen seconded. All in favor at 7:32.

Minutes accepted at the June 21, 2020 meeting

Minutes respectfully prepared by Kathy Bento.

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

Meeting Agenda

Minutes

Abatement application

Proposal for Dodge Rd. water main design

'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.

