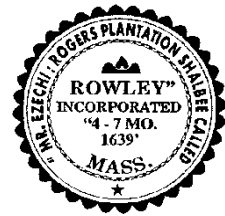




Town of Rowley  
Municipal Water Department  
401 Central St., Rowley, MA  
Office: 978.948.2640



June 22, 2021  
Meeting Minutes

Those present: Chairman Mark Emery, Commissioner Bernard Cullen, Superintendent Bob Gray, Primary Treatment Operator, Rob Swiniarski, Administrative Assistant Kathy Bento

**Call Meeting to Order:**

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

**Agenda Items**

**1. Discuss Emergency Staffing:**

Rob Swiniarski explained the critical need to fill the positions of Primary Distribution Operator and Secondary Distribution Operator. Chairman Emery said we need Treatment Operators and that Distribution Operators could be contracted out. Rob explained that he needs someone named as Secondary Distribution Operator for State purposes. The position needs to be full-time. He suggested Keith McDonald be moved to Secondary Treatment Operator. Commissioner Cullen objected to putting Keith into the position due to lack of licensure and experience. Rob said he is capable of running the Plant by himself. Superintendent Gray explained that the Pall Filter System is a unique system and requires extensive training. Commissioner Manning motioned to permanently move Keith to the position of Secondary Treatment Operator. Commissioner Cullen seconded. **All in favor at 6:50.**

Rob explained that the positions of Primary Distribution and Secondary Distribution Operators need to be filled within approximately 14 days. Commissioner Manning motioned to authorize Bob to advertise for a Primary and Secondary Distribution Operator. Commissioner Cullen seconded. **All in favor at 7:05.**

**2. Discuss purchasing lawnmower:**

Superintendent Gray said the lawnmower died and he purchased a commercial grade model. He has received a reasonable quote for mowing, which is per mow and landscaping, per hour. Commissioner Manning motioned to hire Bob's recommendation. Commissioner Cullen seconded. **All in favor at 7:20.**

- 3. Superintendent's report on current and future operations of the department:**  
Chairman Emery said the Federal Government is giving municipalities funding money from COVID. One category for the funds to be used is for infrastructure for water projects. 1.9 million may be used for the Dodge Rd. project. Commissioner Manning motioned to accept the funding. Commissioner Cullen seconded. **All in favor at 7:30.**

Superintendent Gray presented Ryan McDonald's letter of resignation. Chairman Emery motioned to accept the letter. Commissioner Cullen seconded. **All in favor at 7:25.**

**Approve the Minutes:**

**June 8, 2021:**

Commissioner Manning motioned to accept the minutes. Commissioner Cullen seconded. **All in favor at 7:20.**

**Adjourn:**

Commissioner Manning motioned to adjourn. Commissioner Cullen seconded. **All in favor at 7:30.**

Minutes accepted at the July 6, 2021 meeting.

Minutes respectfully prepared by Kathy Bento.

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

Meeting Agenda

Minutes

*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 any 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.*