Town of Rowley

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

February 15, 2023
Meeting Minutes

Those present: Chairman Mark Emery, Commissioner Bernie Cullen, Commissioner John Manning, Superintendent, Bob Gray, Finance Committee Member, Chip Sheerin, Administrative Assistant, Katherine Bento

Call Meeting to Order:
Chairman Emery called the meeting to order at 6:30

Agenda Items

1. **Update on SCADA cybersecurity with I/C Security:**
   Gus Serino from I/C Security will be meeting the staff on Friday to familiarize him with what is needed to update the SCADA system.

Chairman Emery adjoined Items 1 & 3.

3. **Update from PRS Group:**
   Commissioner Manning wants to be sure one server is at the office and one at the Water Treatment Plant. Chairman Emery suggested we have backup power for the backup servers. He also asked Superintendent Gray to report back next week with updates.

2. **Discuss funding for Dodge Rd. paving:**
   Superintendent Gray said he will let the Highway Department know that he will be paving Dodge Rd. in the spring, as stated in the contract. Commissioner Cullen asked Bob Gray to be sure there are sufficient funds left in the Article.

4. **Update on timecard app and vote:**
   Commissioner Manning would like to go with the company Harpers since they are already contracted with the Town. He made a motion to pursue Harpers. Commissioner Cullen seconded. **All in favor 7:08.**

5. **Discuss the period to cover an abatement:**
   Commissioner Manning motioned to change the abatement application to read that the application must be submitted ninety days after issuance of the bill or bills in dispute. Commissioner Cullen seconded. **All in favor at 7:12.**

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6. **Vote on 42 Haverhill St. land swap: Tom Mullen recommends that the Board of Water Commissioners determine by vote that the land is no longer needed for water supply purposes.**
   Chairman Emery read the above statement. Commissioner Manning motioned. Commissioner Cullen seconded. **All in favor at 7:15.**

7. **Discuss budget and articles:**
   Commissioner Cullen said the budget is about a week behind in finalizing the budget because we are waiting on the union payrates. The FY24 revenues are predicted to be the same as FY23. He predicts a 6% increase in the Maintenance line. Superintendent Gray said he is planning an article for a GIS system for approximately $15,000. He will also have an article for testing for the new pump station. Chairman Emery said we need to move forward with that. He said the Fenno Dr. main connection into Kittery Ave. He will ask for funds to be re-allocated to pay for this project.

8. **Superintendent's report of current and future operations of the department:**
   Chairman Emery said the Commonwealth of Massachusetts has officially deemed the drought a level one. He asked to notify the Town to post this on their website.

Approve minutes: January 17, 2023:

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

Next Meeting: February 21, 2023

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

Minutes accepted at the March 8, 2023 meeting.

Minutes respectfully prepared by Kathy Bento.

Documents provided/discussed at meeting are available at the Water Department office:
Meeting Agenda
Minutes
Update from PRS
Information on 42 Haverhill St. land swap

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.