Town of Rowley

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

June 27, 2023
Meeting Minutes

Present: Chairman Mark Emery, Commissioner Bernard Cullen, Commissioner John Manning, Superintendent, Bob Gray, Resident, Deb Smith, PRS Group representative, Jay Samuelson, Administrative Assistant, Katherine Bento

Chairman Cullen opened the meeting at 6:30

Agenda Items:

1. **Discuss abatement 165 Main St.:**
   Chairman Cullen said it seems as though someone left a faucet or hose running. He motioned to approve the abatement. Commissioner Manning seconded. All in favor at 6:33.

2. **Discuss abatement 19 Main St.:**
   Commissioner Emery motioned to accept. Commissioner Manning seconded. All in favor at 6:35.

3. **Request for main extension on Newburyport Turnpike:**
   Deb Smith, 548 Newburyport Turnpike requested to close her well and connect to town water. Bob Gray said the main stops about 200 feet from the house. He explained she would need to hire a contractor and an excavator to install a water line 20 feet passed the hydrant to the home. He and the commissioners explained that would be the most efficient route for her to take.

4. **Update from PRS Group:**
   Jay Samuelson explained some of the concerns with the VT SCADA system. He was able to get the comments from the last SCADA contractor and gave them to the current contractor. There will be a meeting regarding timelines for completion on Thursday.

5. **Discuss Operator Positions:**
   Bob Gray explained the department has been having a lot more work and he would like to hire another laborer. Commissioner Manning said to move forward with that. He suggested calling some local schools to try and recruit recent grads. Commissioner

Manning motioned to post the laborer position. Commissioner Emery seconded. All in favor at 7:40.

6. **Project Updates:**
   No discussion

7. **Discuss and sign invoice for indirect costs:**
   Commissioner Emery signed the invoice.

8. **Superintendents report of current and future operations of the department:**

   a. **Cybersecurity assessment:**
      Commissioner Manning said he will review the proposal and get back to the other Commissioners and Bob Gray.

   b. **Discuss digitalization records with Recordsforce:**
      Bob Gray said we will hold off until some time in August.

Approve the Minutes:

Minutes approved at the July 18, 2023 meeting

Next meeting:

July 18th.

Adjourn: Chairman Cullen motioned to adjourn. Commissioner Emery seconded. **All in favor at 8:00.**

Minutes approved at the

Minutes respectfully prepared by Kathy Bento.

Documents provided/discussed at meeting are available at the Water Department office:
Meeting Agenda
Minutes
Budget reports
Articles
Tata and Howard proposal

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.