Town of Rowley

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

February 20, 2024
Meeting Minutes

Present: Commissioner, John Manning, Commissioner, Mark Emery, Superintendent, Bob Gray, Admin. Assis., Kathy Bento

Chairman Cullen opened the meeting at 6:35.

Agenda Items:

1. **Abatement 39 Kittery Ave.:**
   Chairperson Cullen said an abatement for four months is not reasonable, but two months would be. Commissioner Emery suggested that those with a water line going from a house to a barn, should install a flow meter to monitor the usage. Chairperson Cullen recommended abating for the last 2 months, December and January. Commissioner Manning motioned to table abatement request until Pennichuck submits a calculation for December and January. Commissioner Emery seconded. **All in favor at 6:45.**

2. **Review past abatements and abatement policy:**
   Commissioner Manning asked for the abatement policy to be revised and presented later.

3. **Discuss amendment to Test Well Project agreement:**
   Commissioner Emery asked if funding could be taken from the Engineering Agreement or from the Emergency and Unforeseen line. Chairperson Cullen said he would ask the Town Hall. Chairperson Cullen motioned to stay with the original price of $78,000 and additional drilling would not be approved at this point. Commissioner Manning seconded. **All in favor at 6:55.**

   Chair Cullen combined Items 4 & 5

4 & 5: Discuss Articles and Budget:
Superintendent Gray gave a brief update of the open **Articles:**

- **Cleaning of Wells 3 & 5:** Well 3 has been cleaned and well 5 will not be done until the spring, so 50% of the funds are left.

- **Records Digitalization:** This has been put on hold because the company we are going with has been delayed by the State to be

put on the COMMBUY'S list. We will follow up with them for updates.

- **SCADA:** Wilson Controls, the company that will be integrating the hardware and software systems, will be starting the process within the next couple of weeks.

- **Fenno Dr. and Mansion Dr. Main Extension:** Tata and Howard are preparing to put this out to bid shortly.

- **Generator:** This has been completed and came in $26,000 under budget.

- **Main Valves:** Some valves still need to be replaced so the funds will need to remain.

- **Risk Assessment:** This has been completed. There is $4900 remaining.

- **Cyber Resilience:** $51,801 is available but there is quite a bit of work left to complete.

- **Meters:** Bob Gray said he is creating a schedule with Pennichuck to have the two-inch meters replaced. There will be three notifications sent to the businesses requesting access, the third being a warning that the water will be shut off. We will then schedule the replacements to be made as soon as possible. There are approximately 36 two-inch meters.

Budget:

- Chairperson Cullen explained that the revenues are down, and the projection for next year needs to be adjusted. Expenses need to go down.

6. **Superintendents report on current and future operations of the department:** Bob Gray had a request from the Parks and Recreation Department to use the old ballfield at Well 2. The DEP had required him to remove the bleachers, and everything associated with the ballfield, which is why it is not currently used. Commissioner Emery said that in addition, there is a liability in terms of parking, because of the safety of the children in the area. Commissioner Cullen said that because it is the in the Zone 1 area, there are absolute restrictions. He asked that we find out what signage we

need to display, in addition to no parking and no dogs. Commissioner Manning said the area is an open green space and should be used as a place for people to play. He suggested we ask the Selectboard why we can't have baseball games in our Town common like our neighboring towns.

Approve Minutes:

January 20, 2024: Commissioner Emery motioned to approve the minutes. Commissioner Manning seconded. **All in favor at 7:42.**

Next meeting:

March 12, 2024
March 19, 2024

Adjourn:

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

Minutes approved at the March 12, 2024 meeting.

Minutes respectfully prepared by Kathy Bento.

Documents provided/discussed at meeting are available at the Water Department office:
Meeting Agenda
Minutes
Budget reports
Abatement applications

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.