Town of Rowley

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

March 18, 2025
Meeting Minutes

Present: Chairperson, Bernie Cullen, Commissioner, John Manning, Primary Treatment Operator, Rob Swiniarski, Administrative Assistant, Kathy Bento

Chairman Cullen opened the meeting at 6:35.

Agenda Items:

1. **Update on current projects:**

   Rob Swiniarski explained the following:

   - Parts are being waited on to repair the generator.
   - Resampling for PFAS has been done at Well No. 2 and one sample result had not even a trace of PFAS. The source water test sample was negative.

Commissioner Cullen moved to Item #4:

1. **PFAS Source Identification Proposal from Loureiro:**

   Chair Cullen explained that this company came in with a reasonable proposal to set the Department up to pursue state and federal money for the project, and to pursue what the actual scope of the issue is. It is a three-part project to assist us in applying for grant money, to review historical data and to prepare a scope of work. If the Department wants to move forward, Loureiro will split the task into two parts to avoid the bid process. Commissioner Manning made a motion to pursue the Loureiro proposal. Commissioner Emery seconded. **All in favor at 6:46.**

2. **Vote on the final version of the Rowley Water Department Annual Report:** Commissioner Emery asked to add to the report that the department is continually maintaining the fire hydrants for the fire protection of the Town of Rowley. Commissioner Manning suggested some minor changes as well, which were agreed to. Commissioner Manning motioned to accept the Annual Report as amended. Commissioner Emery seconded. **All in favor at 7:00.**

3. **Discuss the Superintendent's vacancy and next steps:**
   Chair Cullen said if the candidates who've applied are still interested, we have three candidates. Interviews will be scheduled at half-hour intervals on Wednesday, April 2nd.at 5:00 pm.

2. **Update on Billing Services RFP:**
   Chair Cullen said we have a month's extension to negotiate the contract.

6. **Discuss Budget:**
   Chair Cullen made some points:

- We must use the FY25 actual numbers in the FY26 budget.
- The wages and salaries are increased by 5%.
- Health insurance is increased by 10%.
- Non-union cost of living is increased by 2%.
- Expense line increased by 5.8%.
- New lines added:
  - Well 3 maintenances on an annual basis
  - AFSME for 2.5% cost of living

Commissioner Emery motioned to approve the budget. Commissioner Manning seconded. **All in favor at 7:42.**

Article Requests:

- Town to transfer $360,000 from Stabilization to fund the General to fund the General Water Enterprise Fund. Commissioner Manning motioned to approve. Commissioner Emery seconded. **All in favor at 7:45.**

- Clean up older articles:
  - Removal of an old water storage tank. Request to transfer the remaining $20,750 into the water stabilization fund. Commissioner Manning motioned to approve. Commissioner Emery seconded. **All in favor at 7:50.**
  - Generator at 401 Central St. It has been installed and is working. $25,989 remains. Commissioner Manning motioned to request transferring the funds to the water stabilization fund. Commissioner Emery seconded. **All in favor at 7:55.**
  - Vote to transfer $1153 in the hybrid utility article. It is no longer needed. Commissioner Manning motioned to request the transfer

of those funds into the water stabilization fund. Commissioner Emery seconded**. All in favor at 8:00.**

- Article for the crane truck has $7268.00 remaining. Commissioner Manning motioned to request the transfer of funds into the water stabilization fund. **Commissioner Emery seconded. All in favor at 8:05.**

Rob explained the future projects and costs:

- Voter to transfer $50,000 from the water stabilization fund to replace the galvanized service lines throughout town. This is part of the Lead Service Line project. Commissioner Manning motioned to approve the Article. Commissioner Emery seconded**. All in favor at 8:08.**
- Vote to transfer $16,000 from the water stabilization fund to replace four gate valves and four fire hydrants. Commissioner Manning motioned to approve. Commissioner Emery seconded. **All in favor at 8:15.**

- Vote to transfer $20,000 from the water stabilization fund to replace the refrigerant supply lines for the 3 mini splits at the treatment plant. Commissioner Manning motioned to approve. Commissioner Emery seconded. **All in favor at 8:20.**

- Vote to transfer $100,000 from the water stabilization fund for the Well #2 PFAS Contamination Long-term Action Plan. He is working on a direct project. Commissioner Manning motioned to approve. Commissioner Emery seconded. **All in favor at 8:25.**

Next meeting:

Adjourn:
Chair Cullen motioned to adjourn. Commissioner Manning seconded.
All in favor at 8:27.

Minutes approved at the June 17, 2025 meeting.

Documents provided/discussed at the meeting are available at the Water Department office:
Meeting Agenda
Budget reports
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 context only, and no Certification, express or implied, be made by the Board as to the completeness or accuracy of such statements.