TOWN OF ROWLEY
Municipal Water Department
401 Central St.
Rowley, MA 01969
Office: 978-948-2640

Robert Swiniarski
Water Superintendent

Board of Water Commissioners
Bernard Cullen, Chair
John Manning, Commissioner
Mark Emery, Commissioner

December 09, 2025
Meeting Minutes

Present: Chairperson, Bernie Cullen, Commissioner John Manning,Commissioner, Mark Emery, Superintendent, Rob Swiniarski

Chairman Cullen opened the meeting at 5:30.

1. **Discuss and sign Well #2 Pilot Testing and Full Scale Temporary PFAS Treatment Design Agreement for Engineering Services:**
   Superintendent Swiniarski explained that the Agreement is to start the well 2 project. It includes the design, permits and commencing the pilot study. Commissioner Manning motioned to approve and sign. Commissioner Emery seconded. **All in favor at 5:40.**

2. **Discuss SRF Emergency Construction letter for Well #2 PFAS Pilot Testing:**
   Commissioner Manning motioned to approve the letter. Commissioner Emery seconded. **All in favor at 6:00.**

3. **Review and approve Access Agreement letter for PFAS Pilot Testing**
   Rob explained that the Town has approved the letter, which will be going to all the abutters in the area of well #2, asking their permission to access their property. Commissioner Manning motioned to approve. Commissioner Emery seconded. **All in favor at 6:15.**

4. **Superintendents Report**
   Superintendent Swiniarski explained the following:

- Met with Howard Stein Hudson Engineering to discuss beginning phases, and future water supply report for 40B housing development at Rowley Farms Development. Actual plans have not yet been presented to the Town for review. discussion was for the Engineers to better understand the issues facing the future water use. Discussed 40B development that may include up to 395 units with up to 691 beds (living capacity). 40B project is separate from the 3A development that is also located at Rowley Farms Development.
- Emergency Main Break at 67 Bennett Hill on 11/20/2025 at 7pm. Water main failed after the use of a nearby fire hydrant for a brush fire. During the repair, operators found an existing repair wrap and a nearby existing water main coupling. A 10-15’ section of 8” water main was replaced. Water was returned to service at 12pm.

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- Received Contract Agreement for the Well No. 2 Pilot Testing and Full-Scale Temporary PFAS Treatment Design. Contract includes small-scale pilot testing at Well No. 2 (and associated permitting), the design and permitting of the full-scale temporary PFAS treatment setup (including funding assistance), bidding for the lease or purchase of the treatment equipment and for all other required site work, and award.
- Sent out another round of Lead Service Line Inventory Letters. Letters are to survey the residents for unknown service line materials and is mandated by MassDEP and EPA. Consumer Notices are required to be sent every year until the PWS can prove there are no more "Unknown" or "Galvanized" services in the system.
- Coordinated meeting with Gus Serino, and MassDEP for Cybersecurity Program Assessment inspection. Assessment inspection will be virtual, and review Rowley's Cybersecurity upgrades as part of the 2025 Sanitary Survey. Assessment scheduled for 12/16/2025
- EC-SDC Grant Update: Received, and completed MassDEP EC-SDC Grant Contract Intake form. Also continued answering questions regarding the small scale pilot study to clarify our intent.
- Sanitary Survey is scheduled for 12/11/2025. The survey will review all aspects of the water system including the sources, all treatment, storage and pumping stations. Worked on gathering paperwork for review including the ERP, O&M manuals, tank inspections, all cross connection plans, lists, monthly DEP reports, and water sample testing reports.
- Worked with LEA engineers for Access agreement for PFAS source water study. Draft agreement needs to be reviewed by the board
- Final list of liens for 2025 will be submitted to Town hall on 12/8/2025. Lien letters will be sent out shortly after
- Reviewed projected revenue for FY26 and compared to FY26 budgeted expenses with Amy Lydon. Current projected revenue is $2,429,066, and budgeted expenses of $2,643,564. Amy wanted to point out "in the FY26 Water Department budget, the revenues (including the 14,400 hydrant fee) were not sufficient to cover the operating expenses. To balance the budget, the Water Department needed to use one time funds totaling $432,001 ($58,844 from retained earnings, and $373,157 from the Water Stabilization account.) Even with the revised projection of an increase to user fees of $227,103(compared to FY26 commitment rate of $2,221,163) the revenues don't cover the operating expenses - retained earnings and water stabilization funds are still needed to balance the budget." Total FY27 deficit is currently $214,498 (using FY26 projected revenue, and FY26 budgeted expenses).

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Approve minutes:

November 18, 2025
Commissioner Manning motioned to approve the minutes. Commissioner Emery seconded. **All in favor at 6:45.**

Next Meeting:

December 16, 2025

Adjourn:
Commissioner Manning motioned to adjourn. Commissioner Emery seconded. **All in favor at 6:50 pm.**

Minutes approved at the December 16, 2025 meeting

Documents provided/discussed at the meeting are available at the Water Department office:
Meeting Agenda
Budget reports
Minutes respectfully prepared by Kathy Bento

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.

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