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 16, 2025**
**Meeting Minutes**

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

**Chairman Cullen opened the meeting at 5:30.**

1. **Discuss emergency excavation bid:**
   Superintendent Swiniarski explained that we don't have the draft yet from Town Hall. He hopes to receive it in the next few days.

2. **Discuss WTP Operator job posting:**
   Superintendent Swiniarski stated that he would like to repost the job posting. He knows of someone who is qualified but cannot apply until the job is posted. Commissioner Emery motioned to approve. Chair Cullen seconded. **All in favor at 5:45.**

3. **Discuss Budget:**
   The Superintendent explained that the total annualized expenses are 2.8 million and the annualized revenue is 2.4 million annualized. The .4 million should be a budgeted surplus. He and the Commissioners agreed that the budget is on target.

4. **Discuss Customer Complaint Log:**
   Chair Cullen noted that there were only four complaints from June till the present. Superintendent Swiniarski said this is not factoring in Rowley Talks, which is not an official way of making complaints. Chair Cullen said he encourages everyone having issues or concerns, to raise them through Pennichuck or the Department. The Superintendent agreed, saying that he cannot help if he isn't aware.

5. **Discuss Sanitary Survey:**
   The Superintendent explained that the DEP performed a cybersecurity assessment as part of the Sanitary Survey. The representative said the Department was in excellent standing.

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Unaccounted for water is still an issue and the Superintendent continues to work with the DEP. He stated that finding the unaccounted-for water and changing the meters are his most important goals.

The Superintendent's Report dated 12-16-2025, was discussed.

**Next Meeting:**
January 20, 2026

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

**Minutes approved at the _____**

**Documents provided/discussed at the meeting are available at the Water Department office:**
Meeting Agenda
Job posting
Budget reports
Minutes respectfully prepared by Kathy Bento
Superintendent's Report

*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.*