Town of Rowley

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

August 15, 2023
Meeting Minutes

Present: Chairman Mark Emery, Commissioner Bernard Cullen, Commissioner John Manning, Superintendent, Bob Gray, Administrative Assistant, Katherine Bento

Chairman Cullen opened the meeting at 6:30.

Agenda Items:

1. **Update from PRS:**
   Jay Samuelson of PRS Group, submitted the WTP SCADA upgrade – controls quote. Chairman Cullen said he was concerned about the cost and where the funds would come from. Superintendent Gray said the project had been budgeted. He explained the system will be integrated, tested and the product is guaranteed. Chairman Cullen suggested a yearly check be done on the laptops to insure they are being used for the SCADA only.
   Chairman Cullen also asked Bob to notify the Town Administrator of the project and to explain to her how specialized this is, regarding procurement laws.

2. **Budget:**
   Chairman Cullen asked for a breakdown of the Articles and assure the invoices match the funds allocated for each.

3. **Superintendents report of current and future operations of the department:**
   - **Discuss upgrading Prospect Hill:**
     Bob Gray said TW Excavating will be grading the road again. People are going up the road in all types of vehicles, when only 4-wheel drives should be driven, and slowly. He said the steepest part of the road needs to be paved. Commissioner Manning asked if we could add a surcharge to let vehicles pass through.

   - **Fenno Dr. project:**
     Bob said the survey of the wetlands will begin this week.

   - **New water source:**
     Bob said Tata & Howard will be testing the sites very shortly.

- **Meter replacements:**
  Bob said he is continuing to schedule the 2" meter replacements and they are in stock.

Approve the Minutes:

June 27, 2023: Commissioner Emery motioned to accept. Chairman Cullen seconded. **All in favor at 7:00.**

July 18, 2013: Commissioner Emery motioned to accept. Chairman Cullen seconded. **All in favor at 7:30.**

Next meeting:
September 19, 2023

Adjourn:
Commissioner Emery motioned to adjourn. Chairman Cullen seconded. **All in favor at 7:32.**

Minutes approved at the September 19, 2023 meeting.

Minutes respectfully prepared by Kathy Bento.

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

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.