Meeting Agenda
Board of Water Commissioners
401 Central Street
July 21, 2026
5:30 pm



Agenda Items

1. **Update on PFAS Water Source Investigation**
2. **Review Rowley Farms 40B Water Demand Estimate**
3. **Discuss budget**
4. **Superintendent's report**
    a. **Customer inquiry log**

Approve Minutes

June 16, 2026

Next Meeting

Adjourn

Item #2

ROWLEY FARMS Water Demand Estimate - Water Demand Summary for Halyard & Longview at Georgetown

	Completed 2021		Completed 2004	
	Halyard (200 Units)	Halyard Gallons Per Person/Day	Longview (183 units)	Longview Gallons Per Person/Day
PEAK Daily AVERAGE Demand (June, July, August, September)	12,448	38.42	14,918	42.38
PEAK Weekly AVERAGE Demand (June, July, August, September)	87,137		104,424	
PEAK Monthly AVERAGE Demand (June, July, August, September)	373,444		447,533	
Daily AVERAGE Demand (October - May)	12,079	37.28	12,594	35.78
Weekly AVERAGE Demand (October - May)	84,555		88,161	
Monthly AVERAGE Demand (October - May)	362,377		377,835	
Total AVERAGE Daily Demand	12,264	37.85	13,756	39.08
Total AVERAGE Weekly Demand	85,846		96,293	
Total AVERAGE Montly Demand	367,910		412,684	

** Irrigation of lawns and planting will be limited and serviced by our own onsite well(s)

Rowely Farms Development Water Demand Estimate			Estimated Current RWD Withdrawals	Proposed RWD Withdrawals
Daily Average		26,019.80	430,000	456,020
Weekly Average		182,138.61	3,010,000	3,192,139
Monthly Average		780,594.05	12,900,000	13,680,594
Annual Demand		9,367,128.63	156,950,000	164,167,128.63
Proposed Daily Gallons Per Person/Per Day (1,000 occupants)		27.62		

ESTIMATED UNIT MIX & OCCUPANT COUNT	Units	Estimated # Occupants	
Studio	12	24	
One Bedroom One Bath	107	214	
1 Bed + Den	12	24	
Two Bedroom Two Bath	108	216	
Three Bedroom Two Bathroo	12	48	
Townhouses	45	180	
		0	
Studio Affordable	4	8	
One Bedroom One Bath Affo	36	72	
1 Bed + Den Affordable	4	8	
Two Bedroom Two Bath Affo	36	72	
Three Bedroom Two Bathroo	4	16	
Townhouses	15	60	
Units	395	942	Occupants

ITEMS to NOTE:

Permit Allows for 200,750,000 GPY

Current Withdrawal Per Letter indicates 156,950,000 GPY with 18% "Unaccounted Usage" or 28,251,000 GPY

Available Withdrawal is currently estimated to be 43,800,000 GPY; Rowley Farms Development project anticipates a deamnd of 9,367,128 GPY

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, Chairman
John Manning, Commissioner
Mark Emery, Commissioner

April 21, 2026:

Chair Cullen motioned to accept the minutes.

Commissioner Emery seconded it. **All in favor at 6:35.**

May 19, 2026:

Chair Cullen motioned to accept the minutes. Commissioner Emery seconded. **All in favor at 6:35.**

Chair Cullen said the next set of minutes is titled Executive Session and it was not and that needs to be taken out.

Chair Cullen made a motion to accept the minutes as amended. Commissioner Emery seconded. **All in favor at 6:37.**

Next meeting

July 21, 2026

Adjourn

Commissioner Emery made a motion to adjourn. Commissioner Manning seconded. **All in favor at 6:15.**

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, Chairman
John Manning, Commissioner
Mark Emery, Commissioner

Board of Water Commissioners
401 Central Street
June 16, 2026
5:30pm

Meeting Minutes

Present: Chair, Bernie Cullen, Commissioner John Manning, via phone, Commissioner, Mark Emery, Superintendent, Rob Swiniarski

Chair Cullen opened the meeting at 5:30.

1. **Discuss water Lien Adjustment/Abatement Authorization for 39 Weldon Farm Rd.**

   Superintendent Swiniarski explained that the customer purchased the property in June 2025 and moved into their home in August 2025, at which time they turned on the irrigation system. They were not told of any leak issues by the previous owners. When they received the first water bill, they turned off the irrigation. The previous owners also left an outstanding balance.

   In October, water was coming through their walkway. They hired an irrigation company and were told there were three leaks in the system although the system had been shut off for 4 – 6 weeks. The water had been leaking through broken spigots. The system was repaired. Water usage reports demonstrate that once the damaged irrigation system was shut off in October, usage was greatly reduced.

   In November 2025 the customer sent an abatement application and supporting documents to Pennichuck. The Water Department never received the documents, and the property went to lien. The customer is seeking an abatement and the release of the lien.

   Rob said he would suggest voting on pursuing another tax lien adjustment done through the assessor's office. Chair Cullen made that motion. Commissioner Emery abstained. Commissioner Manning seconded. **All in favor at 5:45.**

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, Chairman
John Manning, Commissioner
Mark Emery, Commissioner

Chair Cullen asked for a motion that would authorize him to sign any necessary paperwork. Commissioner Manning made a motion to authorize Bernie to sign the paperwork to release the lien. Commissioner Emery seconded. **All in favor at 5:47.**

Rob explained that lien adjustments don't usually happen. He will need to reach out to town hall, to see if we can continue to do lien adjustments on properties. H said we cannot do an abetment at this point, because it's it was a year ago and it's already been taken out of Pennichuck's hands.

2. Discuss abatement application for 56 Prospect St.

Rob explained this is a standard abatement where there was a leaking toilet. Commissioner Manning made a motion to approve the abatement. Commissioner Emery seconded. **All in favor at 5:55.**

3. Water ban announcement

The Superintendent explained that the Northeast region of Massachusetts is in a level 3 critical drought. There is a water ban in effect, no non-essential water usage between the hours of 9am to 5pm, seven days per week. Chair Cullen recalled the past difficulties for the department to enforce this. Rob replied that the Rowley Water Department does have approved fees for violating the water bans, which is $50 for the first offense, $100 for the second offense in it, after the third offense would be $300 and possible water shut off if we need to.

4. Update on the PFAS Water Source Investigation.

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, Chairman
John Manning, Commissioner
Mark Emery, Commissioner

Chair Cullen stated the following: "The Mass Highway Department has excluded us from doing testing at their site near Wel 2. He put together a letter to the district 4 Director of the Mass Department of Transportation indicating that the town is very upset and we need to get in there and test the wells. "We've done background research through the Board of Health, what we found was that they essentially can't close the site. I don't exactly know what they did, but they closed the site and there was a memo that went out from the DEP at that point, basically saying that the Highway Department was mandated, required to do annual testing of the site for 30 years. We received one report, we've got on record one report from2016, and that's it, so they haven't done any reporting since then. That reporting never addressed PPAS anyway. Our consultants basically indicated that PFAS was likely added to any testing that was being done. They're saying no, that their consultants, Tetra Tech, told our consultants that because their location was outside Well #2 Zone Two that's the rationale they used to exclude us from the site, and our response was, that's nonsense. If it's not in zone 2, it would be in zone 3 if zone 3 existed. And zone 3 has the same kind of prohibitions on the contaminants that zone 2 has. There's no kind of hesitation on the part of our consultants to basically say we should be testing them, and they're required to give us access to it. We've also involved our Board of Health, Charlie Costello who knows his way around the EPA. We're doing a full press on the issue."

5. **Risk assessment plan RR2**

Rob presented the Board with a contract to be signed. Commissioner Manning said he would vote for it now, and sign tomorrow. Chair Cullen motioned to sign the contract. Commissioner Manning seconded. **All in favor at 6:30.**

6. **Discuss budget**

Rob explained that generally the budget looks good because of his annualized numbers. He said we're looking to end up spending as total expenses of around 2.27 million and a total revenue of 2.8 million giving us roughly a budgeted surplus of $580,000. He said he is expecting a few more expenses by the end of the month. The utilities have gone up further than

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, Chairman
John Manning, Commissioner
Mark Emery, Commissioner

predicted. Fuel costs have gone up further. Maintenance costs for everything has gone up, and goods and services in general have greatly increased. The only thing that didn't go up is salaries, those went down. Chair said that Rob had done an outstanding job pulling all this together. He said there is a lot of judgment that goes into building the budget and Rob is on target.

7. Superintendent's report

- Rob briefly went over some of the items. He said he submitted the 2025 Consumer Confidence Report. That will be found on the website and at our office.
- He was able to complete the application for the One-stop Growth Opportunity program. "You submit your project to them, and they direct you towards various grants. Our request went into the Rural Development Plant and Housing Works Infrastructure Program." The Board commended Rob on his excellent job with the application system, which wasn't user friendly.
- Rob explained that he is going to be requesting the remaining 2.5 million on the PFAS project. He said we already have 1.5 million grant money. The total cost will be 4 million. If he can get remaining 2.5 million, he might not have to investigate the State Revolving Fund.
- Rob explained that the cybersecurity grant is going to expire in July 2026. There is a few $1000 left on the grant that he has been working with I & C to get in order.
- MassDEP sent a technical deficiency letter for the PFAS pilot study. They're not the kind of complex questions that are really meant by engineers. The engineers are going to respond to their letter. But then I think they gave us 60 days to respond.

Approve the minutes