

**BOARD OF WATER COMMISSIONERS
MEETING MINUTES
APPROVED
DECEMBER 13, 2017**

MEMBERS PRESENT: Philip Knowles, Chairman
Richard Stone, Clerk
Mark Gallagher, Member

STAFF PRESENT: Greg Krom, Water Superintendent
Anne-Marie Yeo, Administrative Assistant

VISITORS:

The meeting was called to order at 7:30 AM.

Minutes

The BOWC reviewed and approved as amended the minutes of the November 8, 2017 regular monthly meeting.

Accruals

The Board reviewed the accruals report.

Financials

The Board reviewed the financial reports.

Resource Reports

The Board reviewed the withdrawal reports, manganese report and task sheet report.

Superintendent's Report

The Board reviewed the Superintendent's report.

Correspondence

None

Old Business:

Kinsmen Corp. has completed the foundation work for the WTP.

R&D has installed the transmission lines across Route 1 by cutting the road. The installation was done at night.

The directional drilling should begin within a few weeks.

The unaccounted for water numbers for the month of November were lower than usual due to an early end to the hydrant flushing season.

The BOWC wants information from Kinsman regarding the cost of the bathroom for the WTP.

Stantec requested a change order for the River Road / Prospect Street project. The change order was reviewed and voted on and approved.

New Business:

Andrews Farm lost power during a storm in the first week of the month. The DEP and Mr. Conn contacted us to turn on the emergency connection. The concern arises regarding the proper hookup by Boxford. The need arise for a truck to be stationed at the hydrant and feed the water from it, not directly from the hydrant, which has caused us problems in the past. The BOWC is considering an annual fee for emergency availability for fire protection. Mr. Conn will need to communicate with Boxford fire.

Greg has prepared a draft proposal and the fees that might apply for the BOWC to review.

The Skeffington property that our easement crosses is in the process of being permitted for development.

The tax lien list was reviewed and approved by the BOWC.

The BOWC also reviewed a draft of the FY 19 Budget and approved the proposed budget.

The meeting adjourned at 8:50 a.m.

The next regular BOWC meeting is scheduled for 7:30 a.m. on January 10, 2018

Respectfully submitted,

Anne-Marie Yeo
Administrative Assistant