

**BOARD OF WATER COMMISSIONERS
MEETING MINUTES
APPROVED**

JANUARY 10, 2018

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 December 13, 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:

The unaccounted for water numbers for the month of December were lower than usual due to the repair of two service leaks and a hydrant repair.

The BOWC received the Change Order #3 proposal submitted by Kinsmen Corp. regarding the cost of installing the bathroom for the WTP. The BOWC reviewed the change order and additional cost and voted not to accept it.

Stantec requested a change order for the River Road / Prospect Street project. The change order was reviewed and voted on and approved. The next step is for the Selectmen to sign the paperwork.

New Business:

Andrews Farm lost power during a storm in the first week of last month. The BOWC is considering an annual fee for emergency availability for fire protection. Mr. Conn will need to communicate with Boxford fire.

Also, they have been unable to keep their wells full and as of January 9, 2018 we have been helping them by supplying them with water.

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

The meeting adjourned at 8:20 a.m.

The next regular BOWC meeting is scheduled for 7:30 a.m. on February 14, 2018

Respectfully submitted,

Anne-Marie Yeo
Administrative Assistant