

**BOARD OF WATER COMMISSIONERS  
MEETING MINUTES  
APPROVED  
AUGUST 8, 2018**

**MEMBERS PRESENT:** Philip Knowles, Chairman  
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 the minutes of the July 11, 2018 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. The unaccounted for water is down to 6.6%. The withdrawal rate is down as a result of break repairs and the water ban.

**Superintendent's Report**

The Board reviewed the Superintendent's report.

**Correspondence**

**Old Business:**

**Water Treatment Plant**

The work on the WTP is progressing at a good pace.

**Withdrawal Permit**

Mark and Greg met to discuss the pros and cons of the renewal of the withdrawal permit. Our permit is considered voluntary.

A vote on the permit should be made when all 3 BOWC members are present. We will request a 30 day extension. In the future, we may need a permit but currently the DEP allowance is sufficient.

**Testing**

Lead and copper testing is currently being done.

**New Business:**

**Monthly Billing**

The BOWC is considering changing some customers to a monthly billing cycle. Greg did compile a draft list of the top 100 users for the last 2 years. These accounts are currently being billed quarterly and some could be considered for monthly billing.

**WTP**

Wright- Pierce would like to meet with the BOWC to discuss the lintel issues for the WTP. We will meet with them on August 14, 2018 at 7:30 a.m.

The meeting adjourned at 8:40 a.m.

The next regular BOWC meeting is scheduled for 7:30 a.m. on September 12, 2018

Respectfully submitted,

Anne-Marie Yeo  
Administrative Assistant