

**BOARD OF WATER COMMISSIONERS**  
**MEETING MINUTES**  
Approved

**DATE:** September 12, 2018

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

**STAFF PRESENT:** Greg Krom, Water Superintendent

**VISITORS:** Katherine Carlson

The meeting was called to order at 7:30 AM in the Conference Room at the Public Works Building.

**Minutes**

The Board reviewed the minutes from the August 8, 2018 meeting. Mr. Stone motioned to approve the minutes as presented, Mr. Gallagher seconded and all voted in favor. The Board then reviewed the minutes from a special meeting held on August 14, 2018 to discuss the lintel change order with the water treatment plant designer and owner's project manager. Mr. Stone motioned to approve the minutes as written, Mr. Gallagher seconded the motion and all voted in favor.

**Reports**

The Board reviewed a series of reports including aged receivables, water withdrawals, manganese testing results, water treatment plant contract status report, monthly budget report, monthly warrant article report, accrual report, task sheet report and superintendent's report.

**Correspondence**

None.

**Old Business**

The Board had a short discussion concerning renewal of MassDEP's water withdrawal permit. The topic was discussed extensively at previous meetings and the remaining action was to vote to continue the renewal process or withdraw the application. Mr. Stone motioned to withdraw the renewal application. Mr. Gallagher seconded the motion and all voted in favor.

The Water Superintendent recommended that the mandatory water restriction be lifted on October 1<sup>st</sup> and the Board agreed.

The Board discussed Change Order #3 for the water treatment plant regarding the lintels for the three large windows on the side facing the Public Works Building. Mr. Stone motioned to approve Change Order #3 in the amount of \$6,704 with Kinsmen Corp. Mr. Gallagher seconded the motion and all voted in favor.

The Board reviewed the pricing for the CUSI customer service portal and thought the 2.5% or \$2.50 per transaction was too expensive. The Water Superintendent will contact the vendor to negotiate a lower price.

**New Business**

The Board reviewed long-term debt options for the initial \$3.5 million bond. Following a short discussion, the Board voted to recommend a 20-year bond with equal principal payments each year. Mr. Stone made the motion, Mr. Gallagher seconded and all voted in favor.

Ms. Carlson asked a few questions about a possible 40B development on Perkins Row and how this might affect the water system. A brief discussion of the size and scope of the 40B followed.

Mr. Stone motioned to adjourn the meeting. Mr. Gallagher seconded and all voted in favor. The meeting adjourned at 8:30 AM. The next regular monthly meeting is scheduled for October 10, 2018.

Respectfully submitted,

Gregory Krom  
Water Superintendent