



**BOARD OF WATER COMMISSIONERS  
MEETING AGENDA**

**Meeting Date:** October 24, 2018  
**Meeting Time:** 7:30 AM  
**Location:** Conference Room  
Public Works Facility  
279 Boston Street  
Topsfield, MA 01983  
**Reason:** Regular Monthly Meeting  
**Date Printed:** 10/12/2018 7:52 AM

1. Correspondence
2. Approval of Minutes
  - a. September 12, 2018
3. Review of Financial Reports
  - a. Monthly Control Sheet
  - b. Revenue & Commitments
  - c. Aged Receivables Report
  - d. Year to Date Budget Reports
  - e. Warrant Article Report
4. Review of Resource Reports
  - a. Water Withdrawals
  - b. Task Sheets
  - c. Manganese Levels
  - d. Employee Accrued Time Report
5. Review of Superintendent's Report
  - a. Leaks & Breaks
  - b. Unaccounted for Water
  - c. Operations Update
  - d. Massachusetts Department of Environmental Protection Projects
    - i. Lead & Copper
  - e. Ipswich River Water Suppliers
6. Projects
  - a. Water Treatment Plant
    - i. Construction Update
    - ii. Proposed Change Orders
    - iii. Discussion & Vote for Change  
Order #4 – Chemical room exhaust  
vent piping
    - iv. Staffing Requirements
  - b. Water Storage Tanks
7. FY2020 Budget Cycle
  - a. Budget