

**BOARD OF WATER COMMISSIONERS
MEETING MINUTES
APPROVED
December 12, 2018**

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

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

VISITORS: John Wood, 7 New Meadow Lane

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

Minutes

The BOWC reviewed and approved as written the minutes of the October 24, 2018 , November 14, 2018 and the November 20, 2018 meetings.

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 withdrawals are at a normal rate. We had lower summer use this because of the wet weather.

Superintendent's Report

The Board reviewed the Superintendent's report.

Correspondence None

Water customer request

Mr. Wood addressed the BOWC to request a reduction to his water bill. He claims that the amount of water he was billed for could not have been correct. We had the meter tested and it passed. Mr. Wood is going to have his irrigation system re- tested in the Spring. We will wait to see those results and then reconsider his issue.

Old Business:

Water Treatment Plant

The Superintendent gave the BOWC an update on the progress of the work being done on the WTP.

The roof is almost finished.

R&D has connected Perkins Row station to the transmission line.

The transformer for the booster pump station is set and National Grid can energize the buildings when the electricians are ready.

The siding will be removed and replaced with a better quality product and installed properly.

The DEP is holding to their staffing requirements, once the plant is in operation and this will mean an increase in wage costs for the Water Department.

Andrews Farm issue

The BOWC sent a letter to the Boxford Board of Selectmen regarding the suppling of water, in the future, to the Town of Boxford. The letter also addresses the cost of the water we provided to Andrews Farm in Boxford's time of need. There still has been no resolution on these issues as of this date.

New Business:

The BOWC reviewed and voted to approve the draft of the FY 2020 Capital Plan as presented.

The BOWC also reviewed and voted to approve the placement of past due water charges in the amount of \$33,787.85 to the tax rolls.

The meeting adjourned at 8:50 a.m.

The next regular BOWC meeting is scheduled for 7:30 a.m. on January 9, 2019 at the Public Works Building at 279 Boston St.

Respectfully submitted,

Anne-Marie Yeo
Administrative Assistant