

**BOARD OF WATER COMMISSIONERS  
MEETING MINUTES  
DRAFT  
January 9, 2019**

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

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

**VISITORS:** None

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

**Minutes**

The BOWC reviewed and approved as written the minutes of the December 12, 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 withdrawals are up due to testing at the new plant.

**Superintendent's Report**

The Board reviewed the Superintendent's report.

**Correspondence**

**Old Business:**

**Water Treatment Plant**

The Superintendent gave the BOWC an update on the progress of the work being done on the WTP. We now have electrical power to the WTP and the booster station.

Kinsmen has requested a 60 day contract extension which would make the substantial completion date early March.

The HVAC contractor is the only sub-contractor that is not up to the same pace as the others.

Kinsmen is going to submit a change order #6: for rough plumbing, a chlorine pump skid and door closures in the WTP.

The new siding panels will be 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. DEP requires that the plant be staffed every time it is running. This time frame for this could be anywhere from 6 months to a year. There are many changes to the staffing and license requirements that will be required .

**Andrews Farm**

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. This issue is at a standstill.

**New Business:**

Greg is discussing bonding options with the Town accountant, treasurer and financial advisor and he will advise the BOWC on the final decision that is made and any rate adjustments that might be required as a result of their decision.

The meeting adjourned at 8:40 a.m.

The next regular BOWC meeting is scheduled for 7:30 a.m. on February 13, 2019 at the Public Works Building at 279 Boston St.

Respectfully submitted,

Anne-Marie Yeo  
Administrative Assistant