



**BOARD OF WATER COMMISSIONERS
MEETING AGENDA**

Meeting Date: February 20, 2019
Meeting Time: 7:30 AM
Location: Conference Room
Public Works Facility
279 Boston Street
Topsfield, MA 01983
Reason: Regular Monthly Meeting
Date Printed: 2/11/2019 2:34 PM

1. Correspondence
2. Appointments
3. Approval of Minutes
 - a. January 9, 2019
4. 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
5. Review of Resource Reports
 - a. Water Withdrawals
 - b. Task Sheets
 - c. Manganese Levels
 - d. Employee Accrued Time Report
6. Review of Superintendent's Report
 - a. Leaks & Breaks
 - b. Unaccounted for Water
 - c. Operations Update
 - d. Massachusetts Department of Environmental Protection Projects
7. Projects
 - a. Water Treatment Plant
 - i. Construction Update
 - ii. Proposed Change Orders
 - iii. Staffing Requirements
 - iv. Contract Extension Request (Kinsmen)
 1. Discussion & Vote
 - v. Change Order #6
 1. Discussion & Vote
 - vi. Change Order #7
 1. Discussion & Vote
 - b. Water Storage Tanks
8. FY2020 Budget Cycle
 - a. Budget - Vote to Approve
 - b. Capital Plan – Vote to Approve
 - c. Rate Impacts