



**BOARD OF WATER COMMISSIONERS
MEETING AGENDA**

Meeting Date: December 11, 2019
Meeting Time: 7:30 AM
Location: Conference Room
Public Works Facility
279 Boston Street
Topsfield, MA 01983
Reason: Regular Monthly Meeting
Date Printed: 12/5/2019 2:05 PM

1. Correspondence
2. Appointments
 - a. Kevin Harutunian, Town Administrator
3. Approval of Minutes
 - November 13, 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. 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
 - i. Sanitary Survey
7. Projects
 - a. Water Treatment Plant
 - i. Automation Waiver Status
 - b. Water Storage Tanks
 - c. Prospect Street / River Road
 - d. North Street Wellfield Exploratory Drilling
8. Budget & Rates – FY2021