



BOARD OF WATER COMMISSIONERS MEETING AGENDA

Meeting Date: May 13, 2020
Meeting Time: 1:00 PM
Location: Virtual Meeting via Zoom
Meeting ID: 858 7605 9044
Password: 0ZyPBa
Phone #: 929-205-6099
Reason: Regular Monthly Meeting
Date Printed: 5/8/2020 9:10 AM

Pursuant to Governor Baker's March 12, 2020 order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Topsfield Water Commissioners will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Water Department's website at www.topsfieldpublicworks.org. For this meeting, members of the public who wish to watch or listen to the meeting may do so in the following manner: Video conference or by phone (see log-in information above.) No in-person attendance of members or the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Water Department's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

1. Correspondence
2. Appointments
3. Approval of Minutes
 - February 12, 2020
 - April 8, 2020
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. Office Update
 - d. Operations Update
 - e. Massachusetts Department of Environmental Protection Projects
 - i. Sanitary Survey
7. Projects
 - a. Water Treatment Plant
 - i. Automation Waiver Status
 - b. Water Storage Tanks
 - c. North Street Wellfield Exploratory Drilling
8. Budget & Rates – FY2021
9. PFA Testing