

BOARD OF WATER COMMISSIONERS **MEETING MINUTES**

Date: March 7, 2019 Time: 4:30 PM Location: Norwell Water Dept.
345 Main Street-Office

In Attendance:


Board members: Fred St. Ours, Peter Dillon, Steve Ivas and Water Superintendent Jack McInnis.

Meeting Minutes Prepared By: Donna Snow

1. The Board members signed abatements, commitments and vouchers.
2. Abatement request for a business owner at 376 Washington Street was reviewed. The leak was detected by owner; Amanda Kayiales noted a toilet was stuck resulting in high usage. Steve Ivas motioned to bill usage at the lowest tier, Peter Dillon seconded; and all in favor 4:53 pm.
3. An As-built plan was developed for Henrys Lane with water structures depicted on the plan accurately. The Board approved and signed the affidavit and the original will be delivered to Kenneth Kirkland.
4. Jack McInnis notified the Board that he is still in the process of reviewing candidates for the Maintenance Mechanic opening. Jack McInnis had considered two candidates from within the Town but has some reservations therefore he will continue with more interviews until he is satisfied.
5. Jack McInnis advised that the capital budget packages were sent to Peter Morin. The meeting will be held on March 11th @ 7pm in the Planning Board office - Room 112. All Board members will be available for this meeting. Jack McInnis is requesting two more vehicles a Ford F150 for 28K as well as a Ford F350 for 53k with snowplow. Jack McInnis added 3% to the MHQ quote in anticipation of purchasing a 2020 model.

6. The standpipe rehabilitation specification draft was discussed. Jack McInnis shared the schedule that was proposed by Jason Federico. The BID opening is planned for Thursday, April 4th, with an anticipated start date of April 18th and the tentative award of contract April 5th. Jack McInnis explained that they will start with Judges Hill -drain it and then put that back in service and then Phillips Drive will be out of service for the summer. The expected budget is 450k and Jason Federico will call for inspectional services as needed. The Board came to a consensus and agreed to move forward with the proposed schedule.
7. Jack McInnis explained that the first round of UCMR4 sampling is due after April 19th with seven months to collect the second round. They will use Analytical Balance as the pass through and sample kits are to be delivered by the end of March. The expected cost will be 4k-5k per sample, which was not budgeted for this year. Jack McInnis shared the sample locations with the board.
8. FY20 Water Department budget is complete and it was presented to the Advisory Board. One carryover invoice will be addressed from the Auto Hospital. Additionally Hydro monitoring and two vehicles are being requested from water surplus. Steve Ivas motioned for approving funds for unpaid FY18 bill to be paid, Peter Dillon seconded; all in favor at 5:41 pm. Jack McInnis requested an increase in wages for personnel plan by \$4k for salary adjustment, Steve Ivas motioned to approve, Peter Dillon seconded; all in favor at 5:41pm.
9. Steve Ivas motioned to approve meeting minutes from 1/17/19; Peter Dillon seconded; all in favor at 5:45pm.
10. Steve Ivas motioned to adjourn, Peter Dillon seconded; all in favor at 6:00pm.

Items not anticipated 48 hrs. in advance of meeting

Accepted:  Date: 3/21/19