

BOARD OF WATER COMMISSIONERS
MEETING MINUTES

Date: March 18, 2021

Time: 4:30 PM

Location: Norwell Water Department
345 Main Street, Norwell

Attendance: Fred St. Ours, Steve Ivas and Jack McInnis

Guest: Donna Mangan

Minutes Prepared by: Donna Snow

1. All parties were present via Zoom; Peter Dillon was absent from tonight's meeting.
2. Donna Mangan phoned to talk with Jack McInnis right as the BOWC meeting was starting. Donna Mangan explained she was just seeing a February memo from the Board regarding the Verizon landlines, she explained she had not been in her office since December. Jack McInnis advised that one of the lines is for the SCADA system which is critical to the Water Department. Two other lines he explained are the Treatment Plant main line and the distribution staff's main line. Donna Mangan explained that Ellen Nurmenniemi was handling this matter and she was told the Water office did not have a spreadsheet showing payments made. Donna Snow assured everyone that the office does track payments on each line as well as the lost payments and stop payments. Donna Snow offered to share that information with Donna Mangan and the BOWC immediately following the meeting (which was done). Donna Mangan stated she is not comfortable paying any past due charges that it is an accounting practice to only pay current charges. Donna Snow pointed out that not even the "current charges" are being processed from the signed vouchers. In December current charges were removed from a signed invoice by the Board. Steve Ivas requested again that the bills be paid. Jack McInnis explained that the situation is compounded when current payments are not processed as requested. Donna Snow asked why Accounting would not reissue the lost checks, Donna Mangan implied that Ellen Nurmenniemi told her those accounts had credit balances. Donna Snow explained the accounts had tax credits that were applied so the amounts owed on the lost checks would be less but that Verizon confirmed the past due is a culmination of non-payment and lost payments. It is unclear to the Water Department why the lost checks that were stopped have never been reissued.
3. Fred St. Ours motioned to approve meeting minutes from 3/4/21; Steve Ivas seconded; all in favor at 4:53pm.
4. Senior Discounts: Peter Dillon has a draft memo to review for senior discounts, the Board decided to wait till the next meeting when he would be present.
5. Article Discussion: Steve Ivas motioned in favor of 4k towards FY22 personnel plan COLA Article; Fred St. Ours seconded at 4:55 pm. Peter Dillon was not at the meeting, so the motion passed.
6. Fire Department Use of Chemicals: Jack McInnis confirmed they are not using any foam in our area. Jack McInnis talked to Fire Chief Jeff Simpson and they use a biodegradable foam consistent with dish detergent.

7. Water Department Advisory Board Agenda Preparation: Jack McInnis sent the line item budget and article to BOWC already in advance of Advisory Board meeting. Other items to discuss will include the state's new regulations and 200k for pilot studies relative to PFAS. Peter Dillon will speak about PFAS. Personnel changes are contractual and Jack McInnis reviewed that with Nancy Dooley already. Contractor and Professional services have increased to account for water quality sampling PFAS. Treatment Facility Operating Expenses are also up, Jack McInnis explained expenditures are over 50k due to the aging plant which requires more maintenance. Jack McInnis also mentioned payments to the Highway department for the road excavation repairs which is a number that evolves over time as well. Fred St. Ours explained everyone is testing for PFAS now, it was in the paper as well so it should not be that uncommon to discuss.
8. River Street Penalty Forgiveness: Steve Ivas was in favor of removing the penalty in the amount of \$17.88. Steve Ivas motioned to remove late fee, Fred St. Ours seconded at 5:11pm, the vote was in favor 2-0. The motion passed.
9. High School Internship (4/12-5/28) unpaid for six weeks: All board members and Water Superintendent Jack McInnis were in favor of allowing high school senior Jake Snow to work with the water department for his internship with Norwell High. The timing will allow the office additional assistance during the last commitment of the fiscal year.
10. Steve Ivas motioned to adjourn; Fred St. Ours seconded; all in favor at 5:28pm.

Accepted: Steve Ivas Date: 01 Apr 2021