



TOWN OF NORWELL  
BOARD OF WATER COMMISSIONERS  
345 MAIN STREET  
P.O. BOX 295  
NORWELL, MA 02061

WATER DEPARTMENT  
781-659-8076

Date: February 1<sup>st</sup>, 2018    Time: 4:30 PM    Location: Norwell Water Department  
345 Main Street, Norwell

BOWC Meeting Agenda Items:

1. Sign – Abatements, Commitments and Vouchers
2. Accept – Meeting Minutes of 1/18/18
3. Compare – First 3 commitments of FY17 and FY18 and revenues to date
4. Review – Application for Abatement Form (newly designed)
5. Discuss – Status of Grove Street property acquisition and any documents required at this time
6. Discuss – Progress of Well# 2 project – Pump test to be conducted the week of 2/5/2017
7. Compare – FY17 and FY18 end of year financial sheets
8. Discuss – FY19 Special Article requests – Grove Street land acquisition, well exploration and funding source
9. Advise – Annual report of the Water Department due 2/16/2018
10. Advise – Special Article requests due 2/7/2018



## **BOARD OF WATER COMMISSIONERS** **MEETING MINUTES**

Date: February 1, 2018

Time: 4:30 PM

Location: Norwell Water Dept.  
345 Main Street-Office

### In Attendance:

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

### Meeting Minutes Prepared By: Donna Snow

1. The Board members signed abatements, commitments and vouchers.
2. Steve Ivas was not present for tonight's meeting.
3. The BOWC postponed accepting minutes of (1/18/18); it will be done at the next meeting.
4. Jack McInnis discussed the commitments of FY17 and FY18; this past quarter the meters were read 3 wks. later than in the prior fiscal year. Jack McInnis noted the Department is on track to generate the same amount of revenue as last fiscal year. Fred St. Ours and Peter Dillon were comfortable with the revenue to date.
5. A new application for abatement form was created as an internal office form. Jack McInnis noted it needs to be consistent with our current abatement policy; both documents were shared with the Board members. The application for abatement must be submitted w/in 30 days after issuance of the water bill which is consistent with the abatement policy that had been previously voted upon. Fred St. Ours does not want a resident to be forced to pay an extremely high bill while it is in question, for example if the bill was \$2,000.00 it would burden the resident to pay it within the 30 day timeframe. Peter Dillon suggests taking out the first bullet on the



application, and current abatement policy will stand as is. Donna Snow will make the necessary change that was discussed.

6. Jack McInnis informed Fred St. Ours and Peter Dillon that a leak in the easement between Centennial Way to Wildcat Hill was discovered last fall. Jack McInnis did discuss the leak with the developer and they noted the water main had been in service for five years and they did not feel responsible to make the repair. Jack McInnis decided to make the repair in house and it is no longer an issue.
7. Well #2 update – Jack McInnis shared the installation log with Peter Dillon; Jack McInnis concluded the capacity to be that of a 300 - 350 gallon per minute well.
8. Jack McInnis recently prepared the Annual Town Report for the Water Department; Fred St. Ours noted he has not read it but will review it on behalf of the department.
9. Capital Budget Request – Jack McInnis reviewed the Water Departments vehicle list and stated a new vehicle is not necessary. Jack McInnis will advise Peter Morin that we have no capital requests this year.
10. The meeting on 2/15/18 will not be possible as both Peter Dillon and Steve Ivas are out of town. Fred St. Ours suggests having the next BOWC tentatively scheduled for 2/22/18.
11. The Advisory Board meeting for NWD has been scheduled for March 1<sup>st</sup> at 7pm – Donna Snow will confirm this with the Selectman's Office.
12. Status of Land Acquisition at 221 Grove Street – Jack McInnis had Town Counsel prepare the P&S, the property owner has signed it (land valued at \$26,000) and the BOWC signed it tonight. The Board of Selectman also needs to sign the P&S and



Donna Snow will deliver it to them for signatures. Jack McInnis noted the conveyance costs to the town are approximately \$2,500; he suggested an article requesting \$30,000 be submitted. Fred St. Ours noted at Town Meeting the amount can be lowered from \$30,000 down to \$28,500 so the article request should remain at \$30,000. This Article will appear on the STM warrant and both Fred St. Ours and Peter Dillon approved how it read.

13. Special Article requests are due 2/7/18; Peter Dillon suggested money for well exploration, he noted wanting to explore land (10 acres) on Old Oaken Bucket. Jack McInnis noted \$13,200.00 is the current balance for well exploration for Grove Street. Peter Dillon requested that an Article for \$50,000 be submitted at Annual Town Meeting.

14. Jack McInnis offered to email the debt schedule to Fred St. Ours.

15. Peter Dillon motioned to adjourn, Fred St. Ours seconded all in favor at 5:38pm

*Items not anticipated 48 hrs. in advance of meeting*

Accepted:  Date: 2/22/18