



**Georgetown Water Department  
Board of Water Commissioners Meeting**

---

Minutes Recorded

Meeting Date: March 7, 2023

Meeting Location: Water Office

1 Moulton St Georgetown, MA.

**Attendance:**

Board of Water Commissioners (BWC) Steve King (Acting Chairman), Jeff McClure

Georgetown Water Department (GWD) Staff: Marlene Ladderbush (Utility Director), Stacie Melchin (Water Clerk)

Minutes keeper: Stacie Melchin

Attendee: Robert Stevenson (Georgetown Resident 113 West Street)

---

**Preliminary Matters:**

Meeting called to order by Steve King as Acting Chairman @ 7:02pm

**Water Department**

Agenda Item No.1

**Financials FY23**

Marlene reports that the GWD budget is in line with projections and has not encountered any unexpected purchases or issues to date. The board inquired about beginning repayment of capital projects and requested that Marlene obtain the current rate table from Alex (Town Hall Treasurer) for the next meeting.

Agenda Item No.2

**Financials FY24 Final for Vote**

Marlene presented the final draft for the FY24 budget along with a FY24 budget clarification from town accountant memo to the BWC. A discussion ensued in which Marlene and the board reviewed each budget line and totals in order to confirm that all revenue and expenses projections are copacetic.

Motion to approve FY24 Budget as presented moved by Jeff McClure

Seconded by Steve King

Two in Favor

One Not Present

Vote 2-0

Agenda Item No.3

**Capital Projects Update**

a. WTP Design Kick Off Meeting Update

Marlene discussed information with the board regarding her meeting with the Tighe and Bond engineers, Thomas Mahanna, Louis Soracco and Derek Belanger on March 1, 2023. The meeting included review and walk through of all pump stations and WTP structural improvement needs. Marlene states that the next WTP Preliminary Design Services Proposal meeting is to be determined in which subjects for discussion will include delineation and plot plan information.

Agenda Item No.4

**WTP Filter Refurbishment Update**

Marlene reported to the board that the last two cells of the first filter have been repaired and painted and the media is expected to be installed next week. Marlene states that the refurbishment has mainly been on schedule with only a few minor interruptions. Marlene hopes to accelerate the schedule for the second filter but fears excessive usage and poor well performance may cause a delay. All agree that it is best to complete all 4 cells on the second filter before the onset of heavy pumping season. Marlene also told the BWC that the department must flush in the Spring which further complicates the refurbishment schedule.

## **Utility Director Update**

Agenda Item No.5

### **Gate Replacement Program**

Marlene discussed GWD's gate valve replacement program plans to the board. Marlene states that GWD has two gates purchased already which are designated for Mill Street. Marlene is waiting to hear from Orlando (Town Administrator) regarding approval of a grant to replace the bridge structure on Mill Street in which Marlene will coordinate the possibility of moving a section of Mill Street water main. Also, Marlene is in discussions with Orlando concerning protocol in using our earmarked funds from the state.

Agenda Item No 6

### **Well Maintenance**

Marlene and the board discussed well maintenance concerning all three wells. Marlene informed the BWC that she will be contacting Maher services for an evaluation of Commissioner's well maintenance status. Marlene also stated that she has been in consistent contact with Frank Gatchell (Weston & Sampson) regarding any issues and needs for all the wells.

## **Other Business**

Agenda Item No.7

### **Approval of February 7, 2023 Meeting Minutes**

Motion to approve February 7, 2023 Meeting Minutes as amended moved by Jeff McClure

Seconded by Steve King

All in Favor

Vote 2-0

Agenda Item No.8

**Approval of February 7, 2023 Executive Meeting Minutes**

Motion by Steve King Acting Chair to approve February 7, 2023 Executive Meeting Minutes as amended  
Seconded by Jeff McClure

Roll Call Vote

Jeff McClure- Yes

Steve King- Yes

Nick Lawler- Absent

**New Business**

Agenda Item No.9

**Next Meeting Date and Adjournment**

Next meeting date set for April 3, 2023 at 7pm

Motion to adjourn meeting at 8:32pm moved by Jeff McClure

Seconded by Steve King

All in Favor

Vote 2-0