

**Georgetown Water Department**

**Board of Water Commissioners Meeting**

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 Minutes Recorded

Meeting Date: September 11, 2023

Meeting Location: Water Office

 1 Moulton St. Georgetown, MA

**Attendance:**

Board of Water Commissioners (BWC): Steve King (Chairman), Jeff McClure, Nick Lawler

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

Minutes keeper: Stacie Melchin

**Preliminary Matters:**

Meeting called to order by Steve King @ 7:00pm

**Water Department**

Agenda Item No.1

**FY23 Financials**

Marlene announced that the final FY23 warrants have been submitted last week. Overall, the FY23 expenses stayed within the budget. The only budget line overage occurred regarding the Water Treatment Plant. Marlene reiterated that this overage was anticipated due to the refurbishment and an uptick in chemical cost.

The board and Marlene discussed the continuation of the meter upgrade program commencing in this new fiscal year and agreed to focus on replacing the 1990s meters using the operating budget with future review of the necessity of upgrading the 2000s meters.

Agenda Item No.2

**Capital Projects Update**

1. Draft Design Memo Discussion

The BWC and Marlene reviewed and discussed the collected comments concerning the Tighe and Bond draft design. Marlene stated that she will conduct a final review of the comment collection file format before sending to Tighe and Bond within the next few weeks.

1. Well Proposal

A discussion ensued regarding the Weston & Sampson well proposal between Marlene and the board. The board recommended that Marlene should proceed with some improvements provided by the analysis, however, they agreed with Marlene that the subjects of timing and action should be further discussed with Frank Getchell (W&S engineer) before acceptance of the proposal.

**Utility Director Update**

Agenda Item No.3 (Taken out of order)

**Executive Session**

1. Executive Session #1 under M.G.L., Ch. 30A, Section 21 (a)(3) To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

**Other Business**

Agenda Item No. 4

**Approval of May 4, 2023 Executive Session Meeting Minutes**

Motion to approve the May 4, 2023 Executive Session meeting minutes moved by Nick Lawler

Seconded by Jeff McClure

All in Favor

Vote 3-0

Agenda Item No. 5

**Approval of July 11, 2023 Meeting Minutes**

Motion to approve the July 11, 2023 meeting minutes as amended moved by Nick Lawler

Seconded by Jeff McClure

All in Favor

Vote 3-0

Agenda Item No. 6

**Approval of July 11, 2023 Executive Session Meeting Minutes**

Motion to approve the July 11, 2023 Executive Session meeting minutes moved by Nick Lawler

Seconded by Jeff McClure

All in Favor

Vote 3-0

**New Business**

Agenda Item No. 7

**Next Meeting Date and Adjournment**

Next meeting date set for September 11, 2023 @ 7 pm

Motion to enter into Executive Session #1 under M.G.L., Ch. 30A, Section 21 (a)(3) To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares and not to reconvene to open session moved by Nick Lawler at 7:57pm.

Seconded by Jeff McClure

Roll Call Vote

Nick Lawler- Yes

Jeff McClure- Yes

Steve King- Yes