



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

Minutes Recorded

Meeting Date: February 5, 2024

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 (Office Manager)

Minutes keeper: Stacie Melchin

Public Input

Chair to address any/all attendees

Preliminary Matters:

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

Water Department

Agenda Item No. 1

Capital Projects Update

Marlene announced to the board that the WTP BOD proposal plan has been amended, concerning the USDA application disclaimer, as well as signed. Marlene has scheduled a workshop with Tighe and Bond during the week of February 19, 2024 to resolve any remaining concerns and/or issues in order to finalize the design plan.

a. Refurbishment Update

Marlene reported to the BWC that the filter refurbishment is progressing according to schedule. SCI anticipates the refurbishment to be completed by the end of February 2024 bar any major issues. Both WTP filters are expected to be functioning at full capacity by April which will enable the department to perform its Spring flushing program as planned.

Agenda Item No. 2

Financials FY24

Marlene presented the board with the FY24 financials and Munis reporting for the past three months for review. Marlene alerted the BWC that approximately \$23,000 has been collected in liens for this period and the budget has no unexpected deviations to report to date.

Agenda Item No. 3

Budget Draft FY25

Marlene presented the BWC with the amended and updated FY25 budget proposal. The board and Marlene agreed with the amended FY25 budget inclusive of a pay down of debt services with retained cash earnings upon recommendation of the Town Treasurer and Town Accountant.

Motion to approve the budget presented on the FY25 projection sheets moved by Nick Lawler

Seconded by Jeff McClure

All in Favor

Vote 3-0

Utility Director Update

Agenda Item No. 4

Hunting Update

a. Additional Application Information

Marlene stated that after topic research and further discussion with Lieutenant Hennessey (MA Environmental Police) the GWD hunting application will be amended with request to provide vehicle license plate number, release of responsibility waiver, and a general map of the permitted GWD hunting area.

b. Release

Marlene informed the board that the application will include a general release of responsibility waiver comprised by KP Law to be signed by the applicant effective the beginning of next season.

c. Surveying

Marlene stated to the board that she is currently collecting information concerning surveying the permitted hunting lands belonging to GWD and is awaiting further information about scope and cost from an engineering firm.

Agenda item No. 5

Action Items

a. BOD Amended and Signed

Marlene reconfirmed with the board that the BOD presented by Tighe and Bond has been amended and signed.

b. Second Draft GWD FY25 Proposed Articles

Marlene alerted the board that she has contacted Orlando (Town Administrator) and requested placeholders for three proposed articles. The BWC and Marlene discussed the content and language of the articles. The board recommended Marlene to confirm language with KP Law as per past practice.

Other Business

Agenda item No. 6

Approval of January 8, 2024 Meeting Minutes

Motion to approve January 8, 2024 Meeting Minutes moved by Nick Lawler

Seconded by Jeff McClure

All in Favor

Vote 3-0

Agenda Item No. 7

Next Meeting Date and Adjournment

Next meeting date set for March 5, 2024 @ 7 pm

Motion to adjourn meeting at 8:14pm moved by Nick Lawler

Seconded by Jeff McClure

All in Favor

Vote 3-0