



BOARD OF WATER COMMISSIONERS  
MEETING AGENDA

**Meeting Date:** January 9, 2019  
**Meeting Time:** 7:30 AM  
**Location:** Conference Room  
Public Works Facility  
279 Boston Street  
Topsfield, MA 01983  
**Reason:** Regular Monthly Meeting  
**Date Printed:** 1/7/2019 9:42 AM

2019 JAN -7 PM 10:47

RECEIVED  
TOWN CLERK  
TOPSFIELD, MA

Posted 1/7/19 10:50 AM

1. Correspondence
2. Appointments
3. Approval of Minutes
  - a. December 12, 2018
4. Review of Financial Reports
  - a. Monthly Control Sheet
  - b. Revenue & Commitments
  - c. Aged Receivables Report
  - d. Year to Date Budget Reports
  - e. Warrant Article Report
5. Review of Resource Reports
  - a. Water Withdrawals
  - b. Task Sheets
  - c. Manganese Levels
  - d. Employee Accrued Time Report
6. Review of Superintendent's Report
  - a. Leaks & Breaks
  - b. Unaccounted for Water
  - c. Operations Update
  - d. Massachusetts Department of Environmental Protection Projects
  - e. Ipswich River Water Suppliers
7. Projects
  - a. Water Treatment Plant
    - i. Construction Update
    - ii. Proposed Change Orders
    - iii. Staffing Requirements
    - iv. Contract Extension Request (Kinsmen)
      1. Discussion & Vote
  - b. Water Storage Tanks
8. FY2020 Budget Cycle