



TOWN OF HALIFAX, MASSACHUSETTS BOARD OF WATER COMMISSIONERS

500 PLYMOUTH STREET
HALIFAX, MASSACHUSETTS 02338
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MEETING MINUTES February 11, 2020

6:36 p.m. Daniel Bosworth made a motion to open the meeting.
Seconded by Richard Clark

Motion Passes

Present: Daniel O. Bosworth, Jr., Clerk
Keith Swanson, Superintendent
Kathleen O'Neil, Administrative Assistant

Meeting Minutes

Daniel Bosworth made a motion to approve the meeting minutes from January 14, 2020, as written. Second by Richard Clark.

Motion Passes

Grade Change Request

The Administrative Assistant plans to include a grade change request in the proposed union contract that is currently being negotiated. Keith feels that the job warrants a significant pay raise. He would like this town to be in line with other town's water departments and not with Halifax Town Hall employees. Dick said that this position has always been underpaid. Dick and Dan agreed to a change of grade from grade 6 to 8.

Donald Bosworth arrived at 6:45 p.m.

Keith said the Water Commissioners need to stand up and fight for this increase. Dick and Dan believe that the current Administrative Assistant should receive the same step (3) as is being requested by the Highway Surveyor's Administrative Assistant. Dick said he believes this will help the union contract process if both the wages are the same. All the Commissioners agree, as well as Keith Swanson.

Follow Up - 15 Doris Road

Readings have been taken on the 15th of each of the past couple of months. Usage is an average of 1,000 gallons per month which equals 18 gallons per day for a household of three. The Commissioners would like to revisit this topic on the April agenda and continue doing readings until then.

Plant Upgrades Update

Keith told Meghan that they need to make sure all new OSHA safety standards are met and included in the plant upgrades. Tata & Howard want extra money to investigate what exactly is required and requested an amendment to the existing contract to include this work. Keith initially verbally agreed. No physical work has been done to date; only engineering. Dick would like to see some actual physical work before any amendments are agreed to. Meghan didn't want to come to tonight's meeting and told Keith they will "keep it on the table for now."

BOWC Meeting
February 11, 2020
Page 2 of 2

7:08 p.m. Kathy O'Neil left the meeting to allow the Commissioners and Superintendent to discuss the upcoming union negotiations. Keith Swanson will take over taking the meeting minutes duties.

A Motion was made by Donald Bosworth to close the regular meeting and enter Executive Session to discuss union negotiations at 7:09 p.m. Second by Daniel Bosworth. Motion passes.

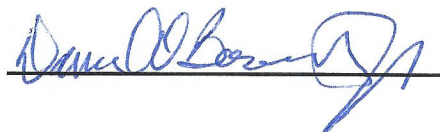
A Motion was made at 8:00 p.m. to close Executive Session at 8:00 p.m. Second by Daniel Bosworth. Motion passes.

Adjournment

8:02 p.m. Donald Bosworth made a motion to adjourn.
Seconded by Daniel Bosworth

Voted Unanimously

Approved,

A handwritten signature in blue ink, appearing to read "Daniel Bosworth", is written over a horizontal line.

NOTE: NEXT MEETING DATE IS MARCH 10, 2020