



# Chelmsford Water District

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## CHELMSFORD WATER DISTRICT REGULAR COMMISSIONERS' MEETING February 21, 2024

### PRESENT:

#### Commissioners

Richard Romano  
John G. Harrington  
Marc Gibbs

#### Business Director/Treasurer

Lisa Quatrale  
Brandon Cannata  
Steve DeFrancesco, PE

#### Superintendent

Bryan Sadowski, PE

#### AECOM

Pat Wojtas

#### AECOM

#### Town Selectperson

Robert Delaney

#### Consultant

Attorney Doug Hausler

#### Guest

Michaela Thompson

#### Recording Secretary

Commissioner Rick Romano called the meeting to order at 1:00pm with all reciting the Pledge of Allegiance.

### Open Sessions

#### **223 Riverneck Road:**

Representing the owners, Attorney Doug Hausler appeared before the Board to discuss the boundary line of the property. He suggested an engineering survey be completed and a boundary line agreement between the District and his clients. Commissioner Harrington stated that more information would be needed and recommended to Attorney Hausler to reach out to the District Attorney, James Hall.

#### **PFAS Project Status Update:**

**AECOM representatives Steve DeFrancesco and Bryan Sadowski** updated the Board on the PFAS Treatment Plan. Discussion topics included:

- Currently at 30% design milestone for PFAS improvements at Crooked Spring WTP and Smith Street WTP.
- On 01/31/2024, AECOM and District Staff met with the School Department to finalize the transmission main route from the Smith Street WTP to Crooked Spring WTP.
- Geotechnical investigation begins the week of March 11<sup>th</sup>.
- Favorable feed received from the submitted Mass Endangered Species Act (MESA) checklist.
- AECOM has reviewed the scope and fee for OPM services.
- AECOM obtaining information from surveying company on producing survey plans to obtain easements for Transmission Main through school property, if required.

#### **Business Director/Treasurer's Report – Lisa Quatrale**

Ms. Quatrale presented her report titled "**February 21, 2024 – Commission Meeting Business Director Report**" which included documentation on FY2024 Expense and Revenue, Capital Account Balances, Enterprise Investment and OPEB accounts.

**Cell Rental Agreements:**

- Dish – Fully executed contract received.
- ATT Generator – Ms. Quatrale is waiting for a response from Rita Bailey, Site Acquisition Specialist, in regards to concerns about the proposed modification.
- T-Mobile – still negotiating rent terms for the 9/30/2025 lease renewal.

**Environmental Partners Invoicing:**

Ms. Quatrale presented Amendment No. 1 for Engineering and Supplemental Services in Connection with Water System Asset Management Plan Project. Also included was the proposal letter listing Scope of Services and Fee for additional Water Distribution System Hydraulic Modelling and Calibration Services.

**John Harrington made a motion to pay Environmental Partners from the already approved warrant. Commissioner Marc Gibbs seconded the motion. The Commissioners voted as follows: Commissioner Romano, Aye, Commissioner Gibbs, Aye, Commissioner Harrington, Aye. Motion passed unanimously.**

**43 Riverneck Road:**

Owner agreeable to District's offer. Discussion took place regarding grant availability. The Drinking Water Supply Protection Grant Program (DWSP) is a reimbursement program that provides financial assistance to public water systems and municipal departments for the purchase of land or interests in land for the following purposes 1) protection of existing DEP-approved public drinking water supplies; 2) protection of planned future public drinking water supplies; or 3) groundwater recharge.

**Commissioner Marc Gibbs made a motion to authorize Brandon Cannata, Superintendent as the Project Manager and Principle point of contact for the Commonwealth of Massachusetts as it pertains to Application and Project for Drinking Water Supply Protection Grant Program. Commissioner John Harrington seconded the motion. The Commissioners voted as follows: Commissioner Romano, Aye, Commissioner Gibbs, Aye, Commissioner Harrington, Aye. Motion passed unanimously**

**Commissioner Marc Gibbs made a motion to authorize the purchase of 5 Acres of property within property ID 63-275-16 (needs updating to exact 5 acres) in the amount of \$150,000.00. The Board authorizes as such under M.G.L. c40, s39A. This purchase will allow the District to hold and manage the property for water supply protection and land conservation purposes under M.G.L. c.40, s39B and 41, and Article 97 of the Amendments to the Massachusetts Constitution. Further, the Board of Water Commissioners authorize the application to and acceptance of funds from DWSP Grant Program (Chapter 312 of the Acts of 2008, S2A, 2200-7017 and Chapter 209 of the Acts of 2018, S2A, 2000-7072) as well as the conveyance of a Conservation Restriction if a Conservation Restriction is applicable to the project of a conveyance of a license for maintenance or other compatible property use. Further, authorize the appropriation, transfer from available funds or borrowing of the total cost of the project stated in the DWSP application. The vote for funding for this project was approved in 2021 on warrant article #13 – Obtaining Property for the Protection of Future Water Supply and Ground Water Recharge. The warrant article has a balance of \$295,200 on Account 3324. Commissioner John Harrington seconded the motion. The Commissioners voted as follows: Commissioner Romano, Aye, Commissioner Gibbs, Aye, Commissioner Harrington, Aye. Motion passed unanimously.**

**Election & Annual Meeting** – Updated timeline handed out.

**Auditor Update** – Ms. Quatrale authorized the transfer of District Audit records from Powers and Sullivan to Marcum LLP. District will still be working with Powers and Sullivan staff for next audit and costs are expected to remain the same.

**Insurance Update** – Hillside Insurance Claim. Homeowner will not sign off on insurance claim even though the insurance carrier indicated to her that they have done all they can do as it pertains to current

claim. Ms. Quatrale reviewed with the BOWC that summer 2023 brought unprecedented rain to the entire Town. She also reviewed that initial requests to remove plants and groundcover came from homeowner. The District obliged to be a good neighbor and has since communicated to homeowner that it is winter and when appropriate in the Spring that the areas will be loamed and seeded. Homeowner indicates she wants a more concrete plan and assurance that more will be done to minimize future water runoff. The Commissioners asked Mr. Cannata to contact Marty's Landscaping to discuss grass and groundcover plants.

### **Superintendent Report – Brandon Cannata**

Brandon Cannata distributed to the Board a report titled "Chelmsford Water District Superintendent Report February 21, 2024." Included items:

#### **Distribution:**

- 3 service leaks and 5 main breaks
- 50 Dalton Road hydrant hit – replacing in Spring due to retaining wall.
- Updated all permits with Fire Dept. for all combustible material storage.

#### **Treatment:**

- Encore Fire fixed compressor that kept cycling
- Clean/rebuild suction system for KMNO<sub>4</sub> fill at CSWTP
- Run Canal St. wells to waste for testing at 93 Brick Kiln Road
- Final inspection completed by Delta Cooling for aerator RNWTP
- Replace sump pump in SSWTP waste control pit
- RN well #2 back on since 7/25/23 due to color issue
- Monthly sampling and PFAS sampling completed
- Generator maintenance and repair at CSWTP
- Boiler repair CSWTP (circulator pump)
- Assist Maher services with pump testing of monitoring wells
- Maher services out cleaning and redeveloping Mill Road #3
- Replacement Chlorine Tank delivered RNWTP

#### **Environmental Compliance/GIS:**

- **PFAS** – this month the samples were kicked back due to a testing error with the blank sample. For this quarter they will average February and March together.
- Completed MASS Tier II Hazmat Reporting and sent to CFD Chief Ryan and Stephen Maffetone (Emergency Management Director).
- MASS DEP monthly reports submitted.

#### **Riverneck Aeration Balls:**

Job complete, awaiting disposal. 75% payment now and balance paid once the aeration balls are disposed of.

#### **Route 3 Spill:**

An updated sampling report was received a week prior to the Commissioner meeting. This report showed higher PFAS numbers in the Billerica State Forest area. Due to this concern Ms. Quatrale and Mr. Cannata met with the Environmental cleanup team (Wilcox & Barton), which was hired by the insurance company. They brought them to Canal Street to see the District well locations and potential sampling sites. They also provided the cleanup team with the pumping records on file. Moving forward the cleanup team will take samples in this area as part of the sampling routine.

**School Department PFAS walkthrough:**

1/30/2024 Met with AECOM, Superintendent of Schools, Dr. Lang and Director of Facility Services, Brian Curley. The AECOM reps went over the scope of the work for the transmission line from the Smith Street WTP to Crooked Spring WTP. If possible, all work will be done during summer break. Layout of transmission line could be affected by results of the School Department Feasibility Assessment to determine best location for a potential new middle school.

**Meadowbrook 2:**

Working with Blacksails to repair the sleeve for the well. Completion estimated for mid-March. Preconstruction meeting scheduled. AECOM and Maher Services also to be involved in project.

**Owner's Project Manager (OPM):**

Working with AECOM to hire an OPM, as required. District will be posting a Request for Qualifications (RFQ).

**Westlands Main Extension:**

In contact with Kristen Berger of Resilient Civil Engineering regarding budget proposal to replace remaining 4" main on Woodbine and Evergreen. Provided scope of work for small looping project from Stedman St. to Delwood and Oriole to Sylvan.

**Staff:**

Mellony Gallagher and Jake Kostro completed the Backflow Testing course at NEWWA.

**Next Meeting Scheduled: March 20, 2024 at 1:00pm.**

**Commissioner Marc Gibbs made a motion to approve the minutes from the January 17, 2024 and January 24, 2024 Regular Commission Meetings. Commissioner John Harrington seconded the motion. Commissioners voted as follows: Commissioner Romano, Aye, Commissioner Harrington, Aye. Commissioner Gibbs, Aye. Motion passed unanimously.**

**Commissioner John Harrington made a motion to adjourn the meeting. Commissioner Marc Gibbs seconded the motion. The Commissioners voted as follows: Mr. Romano, Aye, Mr. Gibbs, Aye, Mr. Harrington, Aye. Motion passed unanimously.**

**Meeting adjourned 4:00pm**

**Respectfully submitted,  
Michaela A. Thompson  
Recording Secretary**