



Chelmsford Water District

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CHELMSFORD WATER DISTRICT REGULAR COMMISSIONERS' MEETING AUGUST 16, 2023

PRESENT:

Commissioners	Ronald W. Wetmore John G. Harrington Richard Romano Andy Reid Lisa Quatrale Todd Melanson Robert Delaney Stephen DeFrancesco, PE Bryan Sadowski, PE Rhonda DeFrancesco, PE Jason Kauppi Patrick Connerty Robert Leonard Pat Wojtas George Allan Marc Gibbs Arthur Haggett Michaela Thompson
Superintendent	
Business Director/Treasurer	
Environmental Compliance Mgr.	
Consultant	
AECOM	
Kauppi Communications, Inc.	
Enterprise Wealth Management	
Town Selectperson	
Guest	
Guest	
Boy Scout Troop 75	
Recording Secretary	

Commissioner Wetmore called the Regular Meeting of the Commissioners to order at 1:00pm with all reciting the Pledge of Allegiance.

Open Session:

• Introduction of new employee hires:

The meeting began with Superintendent Reid introducing the District's two new hires for Operations. Joe Furey and Melony Gallagher introduced themselves to the Board and were welcomed by all.

• Enterprise Investments

Patrick Connerty and Robert Leonard from Enterprise Wealth Management presented a packet of information to the Board. Mr. Leonard addressed the Board providing an in depth look at the District's account holdings and asset allocation along with an overall market and economic data outlook.

• AECOM Update on SRF PEF Submission & Proposed Design Contract

Superintendent Reid and Stephen DeFrancesco from AECOM presented to the Commissioners "Change Order #2" to the existing Engineering Services to Remove PFAS contract. Lisa Quatrale, Treasurer, questioned why the design services were being submitted on a change order of an existing engineering contract in the amount of \$1,860,000.00 when the existing contract was in the amount of \$155,000.00. She requested time to review Change Order #2 prior to a vote. The Commissioners agreed. Chairman Wetmore asked Mr. DeFrancesco how much he anticipated the full project would cost. Mr. DeFrancesco replied with approximately \$43 Million.

Commissioner Romano questioned the treatment of the colored water issue at the Riverneck Treatment Plant. Superintendent Reid stated that the color removal should be a separate issue while determining what treatment will get rid of the color and what the capital and operating costs will look like. Mr. DeFrancesco stated the likely solution is a clarification process before it filters but said it's challenging, as it is intermittent.

- **PFAS PR Outreach - Jason Kauppi**

Commissioner Harrington requested an update on PFAS communication efforts. Mr. Kauppi told the Board that he recommends launching another outreach/public education campaign on why voters should support the District's PFAS efforts at the next annual meeting. Commissioner Romano stated that given the cost, he was not in favor, however he said it was important to get the message out and suggested using the District's website and E-Alerts to provide updates.

- **Chairman Wetmore addressed Arthur Haggett in the audience.** Arthur stated he was from Boy Scout Troop 75 and was attending the meeting because he was working towards a badge and he wanted to learn more about how town meetings are run. Treasurer Quatrone gave Arthur a packet titled "Citizen's Guide to Town Meetings" published by the Secretary of the Commonwealth, William Francis Galvin.

Environmental Compliance Report – Todd Melanson

Mr. Melanson distributed to the Board his report titled "**Environmental Compliance Manager's Report Water Commissioners' Meeting: 08/16/2023**". Updated sections of report included:

- 1) **PFAS:** Individual results for July 2023: Crooked Spring WTP: 24.0, Riverneck WTP: 15.9, Smith Street WT: N/T
 - a) **Crooked Spring Water Treatment Plant:** Mr. Melanson states in his report that he is concerned with the increased concentration of 24.0 ppt from the samples taken on July 5th. Specifically, he said that the quarterly average for the 3rd quarter is a concern. Although not an immediate violation, the next two samples must not total more than 37 ppt so as not to trigger the requirement of Public Notification.
 - b) **Precipitation Impact:** Meadowbrook Well #3 increased from 13 ppt in April to 22 ppt in May to 27 ppt in June to now 31 ppt in July.
- 2) **SS WTP to Crooked Spring WTP via School Property:** Mr. Melanson asked the Commissioners for permission to talk to the School Committee regarding the use of the property. Chairman Wetmore stated he will attend a meeting with Todd and they will provide an outline of the plan to the School Committee.
- 3) **Discolored Water:** Mr. Melanson states that the discolored water event occurred due to high levels of naturally occurring compounds, tannins and lignins, which we are not set up to treat for. The main well that was problematic has been shut down and the issue has subsided.
- 4) **Town Issues:**
 - a) **270 Billerica Road:** This site is under Town review for re-use. The 21E done has found PFAS above the BWCP groundwater status. The property owner has filed a Down Gradient Status which means they believe the contamination is coming from another property.
 - b) **Hildreth Street:** Mr. Melanson is concerned with the proposed development and the risk to the Turnpike and Riverneck well. He is talking with the developer's team using the new BOH regulations.

Superintendent's Report – Andy Reid

A document titled "**Superintendent Report for August 2023 BoWC Meeting**" was distributed to the Board. Discussions followed:

1. **Pre-Treatment for RNWTP** – Superintendent Reid recommended AECOM to perform a desktop study on feasibility and development associated costs to address the color issue that is happening at RNWTP. Chairman Wetmore recommended the District focus on the PFAS issue first.
2. **On Call Contract Discussion:** Superintendent Reid requested from the Commissioners backup assistance with GIS as well as with updates of unidirectional flushing (UDF). Chairman Wetmore stated that was not needed at this time and denied the request.

3. **Project Updates:**

a) 112 Billerica Road: A service line that broke in the newly constructed concrete sidewalk prompted the highway department to request we replace in kind with concrete. Discussion ensued as the standing rules and regulations require replacement with bituminous asphalt.

Commissioner Harrington made a motion to change the Rules and Regulations Section 2.12 paragraph U and Section 3.2 paragraph G, by adding plain concrete as a material in addition to bituminous asphalt as the material the District will replace in kind. Commission Romano seconded the motion. The Commissioners voted as follows: Mr. Romano, Aye, Mr. Wetmore, Aye and Mr. Harrington, Aye. The motion was unanimously approved.

b) Vehicle: – Utility Truck is at MHQ (State Contractor Provider of municipal vehicles). Estimated 3 months from delivery. Emergency truck estimated to be completed in 2024.

c) Inter-Municipal Agreement: with Town for test wells next to RNWTP. Ready to execute.

d) Telecommunication Lease: Sprint/T-Mobile equipment to be removed by 8/14/23.

e) Staffing update: Jake Kostro accepted the Water Service Technician position and will start August 28, 2023.

4. **Warren Avenue:** The Town is requesting that the District replace 130' of pavement curb to curb for a patch job on Warren Avenue and has offered the use of the Town's contractor for a significant savings. Discussion ensued about the road's sand foundation that has caused it to buckle. Commissioner Wetmore suggested that the District should accept the offer under the condition that if it breaks again, the District is not responsible due to the inferior base of the road. Commissioner Romano agreed that the District should not be responsible for the way the road was constructed.

5. **Bids:**

- 1) Asphalt Patching – Holcim/Aggregate – Summer \$84.44/ton
- 2) Castings – E.J. Prescott Bid \$6,670.20
- 3) 3-Year Large Patch Paving \$570.95 (Requires Board of Water Commissioners approval vote)

Commissioner Harrington made a motion to accept the bid from Tread Milling for the Three-Year Large Patch Paving. Commission Romano seconded the motion. The Commissioners voted as follows: Mr. Romano, Aye, Mr. Wetmore, Aye and Mr. Harrington, Aye. The motion was unanimously approved.

Business Director/Treasurer's Report – Lisa Quatrale

Ms. Quatrale presented her report titled **"July 2023 – Commission Meeting Business Director Report"** which included documentation on FY2024 Expense and Revenue, and Enterprise Investment and OPEB accounts.

Personnel: New employee Melony Couture has finished all new hire paperwork and began her position July 17, 2023.

Banking: Comparison of Enterprise Bank Operating Accounts July FY23 and July FY24 showed an increase of interest revenue of \$14,099.

FY23 Audit: Powers and Sullivan auditors came to the District 7/18, 7/19 and 7/20. Amy Mace was able to assist and provide invaluable historical knowledge and information when it came to Vadar and the

accounting ledger entries. Waiting for closing entries for FY23 to officially close the books and submit free cash to Department of Revenue.

Audit requests received, reviewed and uploaded to the Powers and Sullivan Shared Portal.

Worker's Compensation Audit: A.I.M. Mutual Insurance Company performed its annual audit. Amy Mace and David Pulsifer were instrumental in supplying information to the auditor.

Payroll: Amy Mace discovered that the District's payroll provider had inadvertently changed our State Unemployment rate, resulting in overpayment by District. Being resolved next payroll and will have no impact on results reports or employees.

LIHWAP: Success has finally been achieved with LIHWAP now agreeing to pay for overdue accounts for approved condo owners.

Non-Payment of Accounts – Potential Shutoff: Continuing to review accounts for shutoff during allowed legal timeframe. Accounts not brought up to date for last fiscal year will be sent to lien in November. Customers will receive advanced notice of lien.

Meter Program and Vadar Cloud Conversion: Jim Rogers and Michaela Thompson are working towards going live with the September billing. Dan Tringale has created a longitude and latitude data file for the new system and for additional data collection in the field. TiSales came to District for a day of training and provided answers to all questions.

Irrigation SOP: In progress.

Motion to approve the minutes of both Commissioners' Regular Meetings held on July 12, 2023 and July 25, 2023 was made by Commissioner Romano, seconded by Commissioner Harrington. The Commissioners voted as follows: Mr. Wetmore, Aye. Mr. Harrington, Aye, and Mr. Romano, Aye. The motion was unanimously approved.

Next Meeting Scheduled:

Commissioners Regular Meeting – September 20, 2023 at 1:00pm

Motion to adjourn was made by Commissioner Romano. The motion was seconded by Commissioner Harrington. The Commissioners voted as follows: Mr. Romano, Aye. Mr. Wetmore, Aye, and Mr. Harrington, Aye. Motion passed.

Meeting adjourned at 4:15pm

Respectfully submitted,

Michaela A. Thompson

Recording Secretary