



Chelmsford Water District

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CHELMSFORD WATER DISTRICT REGULAR COMMISSIONERS' MEETING August 17, 2022

PRESENT:

Commissioners

John G. Harrington

Bill Martin

Ron Wetmore

Superintendent

Andy Reid

Business Director/Treasurer

Lisa Quatrala

Recording Secretary

Michaela Thompson

Town Manager

Paul E. Cohen

Fire Chief

Gary Ryan

Town of Chelmsford Select Board

Mark Carota

Town of Chelmsford Select Board

Pat Wojtas

Robert Delaney

Laurie Marry Pellegrino

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

Open Session:

35 Rainbow Ave

Commissioner Martin stated he recently received a call from Mary Lawlor, owner of 35 Rainbow Avenue. Mrs. Lawlor requested reimbursement of her cost to replace the pressure relief safety valve on her hot water tank. She provided Commissioner Martin with a receipt from Turco Plumbing and Heating LLC in the amount of \$250.00. She stated that there had been a fire in her neighborhood that weekend and she felt that a pressure situation, due to the use of the fire hydrants, caused the pressure relief valve to break.

Commissioner Harrington said that there is no way in knowing for sure what caused that to happen. Commissioner Wetmore said that pressure relief valves can go off without a fire hydrant being used and Ms. Quatrala advised the protocol for all requests for reimbursements relative to potential operations issues, need to be sent to the District's insurance carrier for their action. Andy Reid will reach out to Ms. Lawlor with the information she needs to submit a claim.

A motion to not reimburse for the plumbing expense was made by Commissioner Wetmore, seconded by Commissioner Wetmore. Commissioner Harrington voted Aye, Commissioner Wetmore voted Aye, and Commissioner Martin voted No. Motion passed 2-1.

Commissioners

Bill Martin, Chairman

Ronald W. Wetmore

John G. Harrington

Operations

Andrew L. Reid, Superintendent

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Administration

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Fire Hydrants

Commissioner Martin asked Fire Chief Ryan to summarize the actions the fire department took on the early morning of July 5, 2022 at 8 Sunrise Avenue for a reported shed fire. Chief Ryan explained that the fire department arrived at the property with a six-minute response time. He stated that the fire personnel went to the first hydrant and even though the hydrant was operational, it was reported to be leaking, so the fire personnel decided to go the 2nd fire hydrant which they could not get to work. They then went to the 3rd hydrant which was functioning without any issue.

Commissioner Martin asked Laurie Marry-Pellegrino, homeowner of 8 Sunrise Avenue, to explain what happened. Mrs. Pellegrino stated that her back yard shed, that held propane tanks, fuel, a generator and a tractor, had caught on fire and that the fire department showed up immediately. She was not placing blame as she was appreciative for all that was done to extinguish the fire. However, she was concerned that the process failed, when needed, with regards to the use of the fire hydrants and that precious moments were lost.

Discussion ensued regarding the operation of the 1st and 2nd hydrants. Chief Ryan stated that the wording of the fire report should not have used the word “failed” for the 1st hydrant, as the hydrant was operational. Superintendent Andy Reid stated that upon inspection of the 2nd hydrant the following day, it was found to be working. Discussion continued about the different types of hydrants, their ages, issues that can arise and the process to replace the older hydrants.

Commissioner Harrington asked if the fire department was still continuing with hydrant training. He then suggested more training with the fire department so that everyone is on the same page with the process of opening the different types of hydrants that are used. Chief Ryan explained with COVID and drought, that training had been postponed for some time but agreed that the training program should be activated again.

Commissioner Martin stated that he is appreciative of the support from the Town and the Fire Department and that “this is an opportunity for all of us”.

Mark Carota asked Superintendent Reid to explain the current processes in place for hydrant testing and replacement and asked if there is anything that could be done better. He suggested more hydrant training/refresher courses between the fire department and all three water districts.

Town Manager Paul Cohen suggested that the District look into joining the GIS system that the Town uses. He stated it would add another layer of information to a system that is already widely used. Chief Ryan thought this was a great idea.

Environmental Compliance Report – Todd Melanson

Mr. Melanson was not in attendance, Superintendent Reid distributed Mr. Melanson’s document, titled “Environmental Compliance Manager’s Report Summary”, dated August 17, 2022.

PFAS – Compliance readings for 3rd quarter 2022 continued to average below 20 and is in compliance with the MCL.

Summer Restrictions – Given the water indices (wells, tanks, stream gage and GW monitoring wells) as well as the State’s Drought Task Force declaration, the District will continue Drought Level 3 for the second consecutive month,

TAG Grant – MassDep’s BWSC runs a grant program for technical assistance in dealing with hazardous cleanup sites and could potentially be used in helping the PR portions on the outreach for PFAS; looking through application process to see if it is viable.

Energy Program – Solar REC Credit Sales: Received new contract with Sol Systems, LLC; compliance reports have been delivered to all state entities. **Solar Array:** NEXAMP performed a drone IR inspection of the array and the report found some issues. However, nothing that requires action at this time, roughly 1% of the overall system affected. **Third Party Electric Supply Contract:** working with same company (**Single Source Energy Solutions, Inc.**) that the District partnered with for the Natural Gas contract for an Electrical Supply contract. Mr. Melanson states that he just needs to make sure it doesn’t overtly affect the NET Metering program that the District has with the Winchendon Solar Array. He doesn’t believe it will with the type of increases being projected for January.

DBPR2 Concerns: The August sampling has occurred but still awaiting results at this time. The automatic hydrant has operated continuously and seems to be helping prevent DBP formation and has drastically decreased discolored water issues in the area.

Town Issues: a) Town Center Improvements: Continue to monitor the situation and progress of what is being proposed as this section of town has roughly 7 separate RTN’s spread out within this area. **b) Sewer Moratorium End:** Mr. Melanson has serious concerns about the Town’s possible solution to the end of moratorium on sewer connections. There already have been identified incidents of septic systems or these small package plants injecting PFAS into the aquifer. Mr. Melanson has started work on the District’s message with Superintendent Reid about this concern and the need for coordination/cooperation with the Town on these systems to better help protect the Zone 1 & 2 of Chelmsford’s water resources. **c) Apollo Drive Development:** Mr. Melanson is maintaining communication with the Town on this site about the District’s concerns.

Lamplighter Green – Mr. Melanson is waiting on a wet weather event to perform more investigation on this site before bringing it to the state’s concerns about the complex’s stormwater outfall location. He states that originally, it was set up to flow in one direction, towards Stony Brook. It is now going in two directions (Stony Brook and toward our Meadowbrook Wellfield). This is occurring due to the growth of vegetation.

Town Center Improvements: Continuing to monitor situation and progress of what is proposed as this section of town has roughly 7 separate RTN’s spread out within the area.

Sewer Moratorium End: Mr. Melanson expressed serious concerns about the Town’s possible solution to the end of the moratorium on sewer connections, since there has already been identified incidents of septic systems or small package plants injecting PFAS into the aquifer. Recommends discussion and coordination with the Town, if allowed, on where these systems are, in relation to being upstream of the Zone 1 & 2 of our supplies.

Water Restriction Signs: Change of restriction levels and its enforcement. **Use of Town’s Code Red:** the District requested and was allowed use of the Code Red system; Mr. Melanson would like to officially thank Chief Spinney and the Chelmsford Police Department for this allowance. The District received many positive comments about this use and he wanted to convey appreciation to the Chief and the CPD because they receive the negative feedback on this type of usage of the system. **Website Email Opt In:** now online.

Superintendent's Report – Andy Reid

A document titled "Superintendent's Report" dated August 17, 2022 was distributed to the Board.

FY22 Overtime Report: 103 hours OT in 2022 was associated with plowing for Town.

PFAS communication outreach: A proposal from Kauppi Communications, Inc. was presented to the Board and discussion ensued.

Summary Items not covered in meeting unless requested

1. **Eagle Nest Private Way:** Working with District's attorney on written agreement between District and landowners regarding cost items outside pipe replacement.
2. **SCADA Radio Interference at Summit Hill update:** New frequency implemented.
3. **Crandall Property on Riverneck:** First appraisal available mid-September
4. **Submitted permit to MassDEP for conversion from caustic potash to caustic soda:** Still waiting for response from MassDEP. They have up to 90 days from July 1st).
5. **Sanitary Survey Report:** District has provided response to deficiency report.
6. **MB No. 1 access road has been paved.** Newport Co. needs to finish shoulder work.
7. **AECOM has initiated PFAS alternatives analysis.**
8. **Updates bid results:**
 - a) **Patching asphalt: 31 Billerica Road had a patch which settled and homeowner believed may have been contributing to car accidents on her property.** District provided new patch which removed the dip.
 - b) **Misc:** Currently working on misc. appurtenances and pipe equipment solicitation as part of the \$100k warrant article.
9. **Focus of operations for the Month/Summer:**
 - a) **Treatment:** SSWTP running, mowing and continuing parting MB No. 1
 - b) **Distribution:** Target replacement of oldest Ludlow style hydrants, valve exercising, meter replacement, mowing and GIS (geolocating assets as well as populating pipe characteristics geodatabase). Small number of backflows also occurring as the District is rounding out first round of testing.
 - i. Empire Painting has been working on painting hydrants.
10. **Break Report:** No major breaks. Only minor work such as service lines.
11. **Working on Clean Water Trust contract for Asset Management Grant that was awarded. Target submitting end of August.**

Business Director/Treasurer's Report – Lisa Quatrala

Ms. Quatrala's report dated August 17, 2022, was presented, including reports on FY23 Expenses vs Revenue, FY23 Capital Accounts, Estimated Receipts Water and Fees July 2022 thru June 2023 and Enterprise Investment and OPEB accounts.

Audit Activity – Audit rescheduled for August 23rd and August 24th. All pre-audit requests have been provided and questions are answered as they arise.

LIHWAP program: Successfully registered with program. To date, only one customer has registered with LIHWAP for assistance with water bills and at this time, is not in arrears on account and therefore ineligible for support with LIHWAP.

Town Offices: Ms. Quatrala and Amy met with Town of Chelmsford HR and Treasurer's office to clarify and establish an SOP for interaction and audit between the Town and District regarding health care program with both active and retirees. Amy documented the meeting and established an outline of questions and answers discussed at the meeting. The SOP was approved by all involved and will be extremely helpful communicating changes and auditing for both the Town and the District.

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HR: Michaela attended webinar on the Open Meeting Law info presented by the Attorney General's office in order to gain additional knowledge as Clerk.

Michaela worked with the operations team to develop an agreeable team SOP for E-911 Committee Notification letters regarding Limited Access Apartment and Two-Family properties as it pertains to Bond Debt and Infrastructure Fees.

Chelmsford Garden Club: The garden club reached out to the District regarding information on the history of the garden that the Garden Club maintains for the District. Amy provided the club with a summary. The Garden Club has a bench they would like to add under the Redbud and have a thought of adding a plaque.

Real Estate Activity: 31 finals were processed for closings.

Previous Minutes

A motion to approve the Minutes of the July 20, 2022 Regular Commissioner's Meeting was made by Commissioner Wetmore, seconded by Commissioner Harrington. Commissioner Harrington voted Aye, Commissioner Wetmore voted Aye, and Commissioner Martin voted Aye. Motion passed unanimously.

Next Meeting

Commissioner's work session: September 15, 2022 at 10:00am

Commissioner's regular meeting: September 21, 2022 at 1:00pm

Motion to adjourn was made by Commissioner Wetmore, seconded by Commissioner Martin. Commissioner Harrington voted Aye, Commissioner Martin voted Aye and Commissioner Wetmore voted Aye. Motion passed unanimously.

Meeting adjourned at 3:20pm.

Michaela Thompson
Recording Secretary

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