



# Chelmsford Water District

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## CHELMSFORD WATER DISTRICT REGULAR COMMISSIONERS' MEETING December 9, 2020

**PRESENT:** Commissioners: John G. Harrington  
Bill Martin  
Ron Wetmore  
Superintendent: Robert Delaney  
Incoming Superintendent: Andrew Reid  
Business Director/Treasurer: Lisa Quatrala  
Environmental Compliance: Todd Melanson  
Recording Secretary: Ruth Anne Blair

Meeting opened at 1:00PM with the Pledge of Allegiance.

### **Environmental Compliance Report – Todd Melanson**

A document titled "Environmental Compliance Manager's Report" dated December 9, 2020 was distributed to the Board. Mr. Melanson summarized the contents of his report which covered:

**ENERGY UPDATE** – Array continues to be above average, 550 credits end of November (40 above average) and an additional 4 as of December 7<sup>th</sup>. We have now achieved our goal of 550. Any additional credits will be a bonus. DeShaw has approached us about updating the array to produce more power. Todd researching what choices and options might be available to us. Discussion has been started but need more numbers on energy consumption.

**DISTRICT ISSUES** – Stream Gauge is at approximately +400 CFUs which is below the median. USGS ground water wells are tracking higher than our annual average and have recovered significantly. Our Drought Level restrictions continue to follow our permits, which are stricter than the state requirements. PFOA/PFOS – The confirmatory resampled data from Nov 10<sup>th</sup> have been received. Initial public outreach letter positively received. Public education requirement that will include data will need to go out once MADEP approved data. Finalizing our submission for the Concord River Permit OTC.

**TOWN ISSUES** – Making sure all our paperwork is up to date and ready to address any planning approvals and septic concerns when new projects are approved. The town is considering requiring new building projects go to temporary septic systems until town sewer issues are resolved.

**WATER CONSERVATION & WITHDRAWALS** – UAW running @22% and RGPCD @53. (this value has not been corrected for confidently estimated use values, which is done at the end of the calendar year.) Watershed withdrawals as of November 2020 compared to last year are: +39MG raw, +28.4MG MRB, +10MG CRB. Precipitation for the last five months have totaled -3.33

**Commissioners**  
Bill Martin, Chairman  
Ronald W. Wetmore  
John G. Harrington

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**Administration**  
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**OUTREACH – PFOA/PFOS** – The public is getting interested and paying attention to PFAS information that's being disseminated. Working on a library outreach presentation.

Attached to Todd's report were graphs showing Precipitation Tracking, Groundwater Monitoring Wells, and a USGS Concord River /River Meadow Brook discharge statistics. Questions were asked and answered, item by item.

### **Superintendent's Report – Robert Delaney**

A document titled "Superintendent's Report" dated December 9, 2020 was distributed to the Board. Mr. Delaney summarized the contents of his report which covered:

**SMITH STREET WTP** – G3 Numatics Conversion Solenoid Banks have been wired and mounted on panel box. Power cord finally on site and start up is scheduled for this week. Pall will provide remote assistance for the start up. Plant will be put back online after a CIP has been performed. High Head Pump#2 will be removed, steam cleaned, disassembled and inspected by end of January. Report on pump condition and any needed cost for repairs will follow.

### **MILL ROAD #1 REPLACEMENT WELL AND BUILDING –**

Prefab building is 16 weeks out. No shop drawings until early January. DEP approval of construction of well house and associated received November 3. Maher Services will be installing new pump and motor when building in place.

**RIVERNECK WTP** – Flow Rite is investigating the cause of the Air Tower Blower motor failure. Issue could possibly be related to excessive heat. Two Auma backup actuator valve motor replacements are on site.

**PROFICIENCY FLOW TESTS RESULTS ALL WELLS** – Recommend that cleaning redevelopment of Turnpike #1 main well be done this coming winter and early spring. Meadowbrook #2 (scheduled to be inspected end of this week) and #1 (will be redeveloped after #2, if Maher's schedule allows).

**FAY STREET BOOSTER STATION** – Acton Road power outage. Generator incurred major damage when National Grid restored power to Acton Road area. Generator was purchased in 2009. May hold off on repairs until new FY Budget. There was discussion about possibly using propane gas instead of diesel fuel to power the next generator purchased.

**MISTY MEADOWS** – Maher Services attempted to install three 2inch wells to a depth of 35 feet. They hit refusal hitting ledge at depths of 17 to 22 feet on all. Bob suggests a fracture trace analysis done, prior to drilling a bedrock well. Depending on where the fracture leads could result in only having to deal with one abutter for an easement area required for 400 foot Zone 1 protection.

**SERVICE & WATER MAIN BREAKS** – Two main breaks, One service break.

**HYDRANTS** – One hydrant rebuild. Winterizing/inspections in-progress.

**140 LITTLETON ROAD EASEMENT (to Patriots Way)** – Surveyors completed field work. Waterline easement received December 8. ANR from Hancock Assoc. due later this week.

**ACCESS ROADWAY IMPROVEMENTS** – (Spring 2021) Received quotes for repair and repaving of Meadowbrook#1 (ALLIED PAVING \$41,945). There should be better pricing in the Spring. Watershed Lane repair and culvert replacement (PROPOSALS BETWEEN \$55,000 TO \$120,000). Grinding, paving and repairs done to office driveway.

**CRUSHING OF CLEAN SPOILS** – Quotes pending, due to availability of contractors. W.L.French Excavating due in. DeFelice and Albanese Brothers closed for the season. Expect quotes to be in the \$25,000 range.

**BACKFLOW INSPECTION TESTING DEVICES** – Water Services has completed testing. Repairs have been made and retesting is being done.

**VEHICLES** – New Transit and Ford Escape out for lettering. Awaiting color match before painting F-250 truck. Old replaced vehicles will be placed on Municibid. Bid opening January 7<sup>th</sup>.

**9-FOOT FISHER PLOW** – Superintendent asked Commissioners to approve the sale of an old plow that is no longer useful to the district. **A motion to approve the sale of the 9-foot plow was made by Ron Wetmore, seconded by John Harrington and so voted.**

Questions were asked and answered, item by item.

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

Ms. Quatralé's report for December 2020 activity was presented.

**PROCUREMENT** – Lisa is now MCPPO recertified for the next three years.

**OFFICE** – Amy and Michaela have set up a “contract” file cabinet to help Lisa and the Superintendent to keep current on contacts and renewal dates. All physical contracts have been filed and Lisa will work with the new Superintendent (Andy) to assure he is informed about all contracts that are current.

**LIENS** – Lien letters have been sent (first letter in September, second letter October) to FY20 customers in arrears by more than \$100. Copies of letters were attached. A final lien list of 28 properties (total \$36,918) was sent to the town to be included on tax bills. Two accounts (total \$25,449) belonging to Ronit Hospitality (Radisson Inn and Holiday Express), 10 Independence Drive, make up the bulk of the total amount. Ronit indicates that they are closed so should not be using water. They have been advised to check their plumbing for leaks.

**ACCOUNTS RECEIVABLE** – is now at \$981,000. This is an increase of \$371,000 from last month. Lisa will run a report of those in arrears and ask them to take advantage of our online bill payer system to set up automatic monthly payment plans, thus avoiding unanticipated higher quarterly bills. This issue will be monitored closely to stay ahead of any potential problems at fiscal year-end.

**PERSONNEL** – Vacation – end of year vacation carryovers and payouts are higher this year due to the effects of the COVID restrictions. Dave Vigeant has left the district after 18 years of service. He will be missed. Andy Reid, the new District Superintendent, came on board on December 1<sup>st</sup> and will work and train with Bob until Bob's retirement on January 20<sup>th</sup>.

**FINAL WATER READINGS** – Twenty-seven final water readings were completed in the 18 work days of November.

**CUSTOMER OUTREACH** – City Hall Systems sent out approximately 7,500 letters to the community regarding PFOA-PFOS.

Questions were asked and answered, item by item.

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## **OPEN SESSION**

Bill Martin – No input

Ron Wetmore – No input

John Harrington – BEAVER BROOK CROSSING LLC – Three buildings/84 units. In October 2017 the owner called office to review application process for water line access, based on the current fee schedule at that time. After construction started, line size changed. Owner requested an application in 2020 and was surprised that fees had changed over the past 3.5 years. The owner paid the invoice of \$35,550, based on the new fee rates. Now the owner would like a refund based on the original fee rate from 2017. **A motion was made by John Harrington to refund Beaver Brook Crossing LLC in the amount of \$2,800. Motion was seconded by Ron Wetmore. John Harrington voted YES, Ron Wetmore voted NO, Bill Martin voted NO. MOTION DENIED.**

Water Insurance – Insurance policies covering water main leaks on a user’s property “as seen on TV”. After discussion about the possibility of adding a small amount to the water rates to be used if water takers have breaks/leaks on their property so they don’t have to pay for the repairs. Some utilities have provided the service (example below):

<http://www.harwichwater.com/customer-service/brochures-forms/ne-enrollment.html>

The potential downfall with the process is it can be difficult to satisfy the post construction conditions to consumer satisfaction.

It was decided to schedule a work session in the future to discuss possible scenarios/solutions to this issue.

## **New Business**

### **PREVIOUS MINUTES**

**Motion to approve minutes of Commissioners’ Meeting of November 12, 2020 was made by Ron Wetmore, seconded by John Harrington and so voted.**

### **NEXT MEETING SCHEDULE**

Commissioners’ Meeting – January 13, 2021, 1:00PM

**A motion to adjourn the meeting was made by Mr. Harrington, seconded by Mr. Wetmore and so voted. Meeting adjourned at 3:35PM.**

Ruth Anne Blair  
Recording Secretary

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