



# Chelmsford Water District

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## CHELMSFORD WATER DISTRICT REGULAR COMMISSIONERS' MEETING February 16, 2022

### PRESENT:

Commissioners	John G. Harrington
	Bill Martin
Superintendent	Andy Reid
Business Director/Treasurer	Lisa Quatrale
Environmental Compliance Manager	Todd Melanson
Recording Secretary	Ruth Anne Blair
Town of Chelmsford	Pat Wojtas
AECOM	Doug DeNatale
Water Taker/Sunny Meadow Farm	Max Jordan

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

Max Jordan of 50 Hall Road spoke on behalf of the Sunny Meadow Farm located at 168 Robin Hill Road. He is looking to have potable water access on this property. Mr. Jordan rents three acres of this property for his garden where he grows chili peppers that he sells to a hot sauce producer and a farm stand owner. There are other groups using the Sunny Meadow location. Some for-profit and others recreational and not-for-profit. There is a need for a potable water supply for drinking and washing produce (not for irrigation).

His request was for Chelmsford Water District to provide the water service line, meter, and backflow. Preferably at discounted cost or no cost. He indicated that he would be glad to pay for the water usage. **DISCUSSION:** The Commissioners had many questions – Who would be responsible for paying for the work done to bring the water to the site (digging, piping, etc.)? Who would be responsible for paying for water usage? Legally the District charges the Owner of the property (Town). Short term/long term plans for oversight? CWD has a responsibility to it's water takers when considering cost/no cost requests. CWD would need to justify why they were waiving any fees. There are three entities involved in the ownership/management of this property: the Town, the Open Space Stewards, and the Land Trust Management.

Mr. Jordan will contact the Town to see if they would be amenable to his taking responsibility for paying for the water usage, or potentially the Town taking ownership of the water account. The Commissioners will take this request under advisement.

Pat Wojtas was concerned about whether the Town knows anything about this endeavor.

Doug DeNatale from AECOM presented his company's Well Condition Assessment report. The report contained information about -

#### (1) Unused Well Capacity

Up to 1,500 (2.1 mgd) in six existing wells  
Additional unused capacity in other wells  
To be confirmed by CWD

#### Commissioners

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

#### Operations

Andrew L. Reid, Superintendent  
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#### Administration

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## (2) Water System Resiliency

Sufficient capacity with largest source out-of-operation  
 Meadowbrook#3 – 27% of CWD demand (40% high service)  
 Mill Pond Wells (33% low service)

## (3) Flooding around existing wells

Canal Street  
 Other sites (Smith St, Mill Rd, Turnpike Rd, perhaps others)  
 Flooding creates iron and manganese  
 Causes of flooding/poor drainage  
     Beaver dams  
     Urban development  
     Under-designed or obstructed culverts  
     Natural causes, i.e., climate change

## (4) Well Monitoring and Maintenance

Well capacity (specific capacity)  
 Water quality (clogging agents)  
 More frequent well cleanings, if required

## (5) Solution – Replacement Well Program

MB#1 and #2, Jordan Road

## (6) Solution – Possible new sources

Riverneck/Crandall  
 Mill Pond  
 Misty Meadows  
 Others

- This report contained a spreadsheet that showed a Summary of the District's individual wells and their capacities. There was also a pie chart detailing the total 2021 Pumping Volume Breakdown per well.
- Some issues that need to be addressed now are Beaver Dams, and culverts that are blocked creating standing water. After these areas are addressed, Todd will monitor the problem areas at regular intervals to see if the flood levels have changed.
- CWD needs to meet with the Stormwater Groups, including East Chelmsford and Lowell, to explore the issue further.
- It was noted that the Crandall property is a viable aquifer. Our top four wells are the Mill Road Wellfield, Meadow Brook 1, Meadowbrook 2 and Meadow Brook 3.

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

Ms. Quatrale's report for January 2022 activity was presented, with backup documentation on FY2022 Expenses vs Revenue, FY22 Article Balances and Enterprise investment and OPEB accounts.

**Personnel Policy Guide (PPG)– A motion to accept the Personnel Policy Guide, Version #7, subject to conditions was made by Commissioner Harrington, seconded by Commissioner Martin. Commissioner Harrington voted Aye, Commissioner Martin voted Aye. Motion passed unanimously.**

**WATER RATES AND FEES CHANGES** – The water rates and fee changes billing went out a week later than expected. It took many frustrating emails to VADAR until they escalated response to our concerns. The office staff spent over a week “proving” to VADAR what was happening. This turned out to be a “known” error and VADAR had to resolve it. VADAR sent a lengthy response to the Commissioners at Ms. Quatrale's request, detailing what the issue was and how they had to correct it.

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 Ronald W. Wetmore  
 John G. Harrington

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**Lien Program** – The Town has indicated that the payment schedule for Lien payments is February and May 2022.

**Town Of Chelmsford Plowing IMA** – A new account has been created for Plowing Services between the Town and CWD. The new rate will include regular time and overtime rates, taking into consideration benefits, retirement and taxes. The Town is paying for gas and blades.

NEW EMPLOYEE – has been “on boarded” and expenses for this new hire will be seen in February.

OPEB Funding for Medicare Retirees – Response back from Enterprise Bank indicated that the increased draw to fully fund the retiree’s Medicare coverage could be supported. **A motion was made by Commissioner Harrington, seconded by Commissioner Martin that the District fully fund the cost of Medicare coverage for all retirees over the age of 65, beginning July 1, 2022. Commissioner Harrington voted Aye, Commissioner Martin voted Aye and motion passed unanimously.**

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

Mr. Melanson distributed a document titled “Environmental Compliance Manager’s Report Summary”, dated February 16, 2022.

**PFAS6** -- The District has received formal notice from the Mass DEP regarding our non-compliance of the PFAS6 at Crooked Spring WTP for our third quarter 2021. DEP wants us not to wait to work on a permanent solution at Crooked Spring. We are hoping that the CAL RES treatment will be successful. Also looking into obtaining funding for that. **Class Action Suit** – The District received a draft of the class action suit. We responded with some re-wording and corrections about our information. No new draft has been received.

**243 Riverneck Property** – New owners and new design permits at this site. We reminded Community Development about the restrictions on that permit emphasizing that these restrictions be brought to the attention of the new owners. Any new development of this property can/will impact the Riverneck wells. The District should consider any and all options to protect these wells.

**1 Boston Rd/44 Center Street** – The District has submitted its concerns and requested requirements in a written letter to the Planning Board on the proposed work on the latest submittal. Mr. Melanson has also contacted the MassDEP Bureau of Waste Site Cleanup about existing RTNs specific to this property. Before any work can begin, the owner is required to apply for an Abatement Permit from the Bureau which will outline how the work can transpire.

**Outreach** – It was noted that some local Districts are using media consultants to keep the public informed about current issues such as PFAS, ongoing projects, etc. They create newsletters, presentations, informational brochures. Mr. Melanson will look at the company doing Chelmsford’s communications program, as well as other media consultants to see if they would be in line with our needs. Mr. Melanson is preparing to give a virtual, one-hour PFAS presentation (from the Library). The presentation would be roughly 30-45 minutes long, with 15-30 minutes allotted for questions. Date TBD.

### **Superintendent’s Report – Andy Reid**

A document titled “Superintendent’s Report” dated February 16, 2022 was distributed to the Board.

**Timelines** -- Mr. Reid presented his Funding Timelines for Grant and Funding Programs, as requested at the January Board Meeting.

**FEMA/EMMA Hazard Mitigation Grant (HMG) for Replacing Culvert on Watershed Lane** – Mr. Reid noted the next step in the grant process is to submit an application which requires several pieces of information including a cost/benefit analysis. A proposal was solicited from one firm and estimated to be \$14,320. To meet the HMG requirements, a solicitation must be performed by CWD for engineering services. **Commissioner Harrington made a motion, seconded by Commissioner Martin, that we approve \$14,320 to fund the Culvert Replacement FEMA/EMMA Hazard Mitigation Grant application. Commissioner Harrington voted Aye, Commissioner Martin voted Aye and motion passed unanimously.**

**Crooked Spring Water Treatment Plant** – a motion was made by Commissioner Harrington, seconded by Commissioner Martin to approve solicitation for the engineering services of the

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**Crooked Spring Water Treatment Plant for PFAS treatment/removal. Commissioner Harrington voted Aye, Commissioner Martin voted Aye and motion passed unanimously.**

**HotBox** – The Town is interested in purchasing our HotBox. When purchased it cost us \$36,000.  
DISCUSSION: Lend it? Rent it? Sell it on Municibid, advertise it for two weeks. Mr. Harrington requested that the superintendent explore if there was a legal option to directly sell to the Town of Chelmsford.

#### **OPEN DISCUSSION:**

Commissioner Harrington

The question about who owns the old Rod and Gun Club property on Turnpike Road needs to be resolved. Surveyor is sorting through the documents.

Leak Detection – Mr. Reid indicated leak detection surveys are done yearly. Leaks are fixed when found/reported.

It was noted that the Annual Elections will be held April 11, 2022 and the Annual Meeting will be held April 27, 2022.

**A motion was made by Commissioner Harrington seconded by Commissioner Martin to approve the minutes of the Regular Commissioners' Meeting of the January 19, 2022. Commissioner Harrington voted Aye, Commissioner Martin voted Aye. Motion passed with unanimous support.**

**A motion to schedule the next Regular Commissioners' Meeting be held on the third Wednesday, March 16, 2022 at 1:00PM was made by Commissioner Harrington, seconded by Commissioner Martin. Commissioner Harrington voted Aye, Commissioner Martin voted Aye. Motion passed with unanimous support.**

**A motion to adjourn this meeting at 4:17PM was made by Commissioner Harrington, seconded by Commissioner Martin. Commissioner Harrington voted Aye, Commissioner Martin voted Aye. Motion passed with unanimous support.**

Ruth Anne Blair  
Recording Secretary

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