



Chelmsford Water District

20 Watershed Lane Chelmsford MA 01824

www.chelmsfordwater.com

CHELMSFORD WATER DISTRICT REGULAR COMMISSIONERS' MEETING January 13, 2021

PRESENT: Commissioners:	John G. Harrington Bill Martin Ron Wetmore (remotely)
Superintendent:	Robert Delaney
Incoming Superintendent:	Andy Reid
Business Director/Treasurer:	Lisa Quatrala
Environmental Compliance:	Todd Melanson
Recording Secretary:	Michaela Thompson

Meeting opened at 2:00PM with the Pledge of Allegiance.

Environmental Compliance Report – Todd Melanson

A document titled "Environmental Compliance Manager's Report" dated January 13, 2021 was distributed to the Board. Mr. Todd Melanson summarized the contents of his report which covered:

ENERGY UPDATE – The array finished Year 2020 with a total of 594 credits, 38 credits above the annual average and surpassing our goal of 550. Sales of the credits to be completed in April 2021 for a total of \$10,989.00.

Todd has begun discussions with DeShaw (the firm that manages the Winchendon Solar array) regarding treatment systems and is awaiting their projected energy productions based on the upgrades discussed. Todd announced that the Chelmsford array is to be featured in a Mass Water Works Association PR program.

DISTRICT ISSUES – Stream Gauge is at approximately 983 CFUs, which is approximately 55 CFU's above the median. USGS ground water wells are tracking higher than our annual average and have recovered significantly. Mark Warren and Todd Melanson have asked USGS to assist in getting more consistent data, possibly weekly and as a shared responsibility, from the Groundwater Monitoring well in Westford. Drought State Task Force declared the state at Drought Level 0 (None) on 1/6/2021. The USGS released its initial report on the drought. There is also suppose to be a combined drought action review between Drought Task Force Members (EEA/DEP, Dept Agr, Forestry, USGS and watershed groups).

Continued working on finalizing our submission for the Concord River Permit OTC. Contacted Duane LeVangie regarding his submission.

Commissioners

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John G. Harrington

Operations

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TOWN ISSUES – Expressing concern over any new Septic regulations as they are forming. Suggests that CWD look to what Chelmsford's Town Counsel states about restrictions. Bill Martin expressed concern over any proposed septic system located upstream from wells. Todd to email BOH and request the issue be put on the agenda. CWD employees are eligible to receive the Covid-19 vaccination through the Chelmsford BOH, at the beginning of Phase 2 - possibly the beginning of February.

WATER CONSERVATION & WITHDRAWALS – UAW running @20% and RGPCD @56. Watershed withdrawals for the year as of December 2020 compared to last year are: +36MG raw, +29.9MG MRB, +6.2MG CRB. Fiscally, in the sixth month of FY 2021, we have produced 17 MG-Fin less than the previous year at this time. Precipitation thru Dec and the final year amounts 6.56" and 45.24" respectively, which puts us at about 1.35" above the region expected precipitation rates for the year. The nine year average is at a positive +20".

OUTREACH – PFAS notification and education. Library outreach presentation. High School virtual presentation. Created a tab on the website for posting PFAS information to the public. Todd will keep this updated.

PFOA/PFOS – Confirmatory resampled data from 12/17/2020 has been received. A document titled "PFAS Data Summary" was distributed to the Board listing the results for July, November and December. Todd Melanson noted that, although the numbers are down, they still concerning. Regulatory and public notice requirements were discussed. Suggestions included adding an update to the Chelmsfordwater.com website, adding the test results with more information and adding a link onto the monthly bills. The paperwork for the MaDEP Grant for PFAS Remediation has been submitted. Discussions were held on which direction to go now, based on data. Todd commented that we are in the first portion of compiling data with monitoring. Bill Martin suggested working with Andy and MassWW for approvals, prior to posting results. Ron Wetmore asked about the Mass numbers being lower than the Federal numbers. Discussions held on joining the class action lawsuit with the National Rural Water Association against the chemical manufacturers of polymers and non-polymers. Bill Martin asked if there was any downside or fee to register for the suit. Todd did not believe there was a fee and suggested that since testing has to be done anyways, supplying the analytics for the suit would be easy. Questions were asked and answered, item by item.

Joint Superintendent's Report – Robert Delaney and Andy Reid

A document titled "Joint Superintendent Report" dated January 13, 2021, was distributed to the Board. Andy Reid, who has been brought up to speed on the daily operations, summarized the following as Robert Delaney occasionally filled in any necessary details:

OPERATIONAL ITEMS –

Roof Insulation problem in the Attic became apparent in the last storm. Ice formed and visible heat loss was witnessed at the roof ridge point. Inoperative thermostat cable was later repaired. Looking into National Grid incentives and waiting to obtaining three quotes to make attic a warm room.

VFD's – No. 2 Crooked Springs WTP. Sacca hired to replace VFD. Communications issue to be solved. Jordan Road Well – Replaced motor starter.

Generator at Fay Street Repairs: Power Products is coming to make repair on automatic transfer switch.

Tank Inspection and Cleaning: Three quotes were solicited and Underwater Solutions was selected to inspect (internal and external) and clean Locke Rd., Robin Hill, Amble Rd., and Summit Avenue tanks. The Turnpike Road tank is inspection only. Cost is \$34,705.00, requested to be completed by June 2021. Meets MassDEP requirement and maintains sanitary tank conditions.

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Weekly Meetings: Andy has initiated weekly meetings with management staff on treatment and distribution. Developing forward-looking weekly targets with associated reports and updates of progress.

Well Cleaning: Meadowbrook No. 1 and 2 have been cleaned. MB#1 will have new bronze wear rings, trim bronze skirts, new bearings, new SS shaft, and 25ft of 6-inch column replaced. A colored picture of MB No. 1 was provided in the report. Discussions were held regarding the iron plugging that plugs the wells, causing them to stop pumping. Andy stated the life span of the well should be considered.

Rock Crushing: performed by French on 12/31/2020 and completed 1/5/2021.

Smith St. WTP: Control system on Pall skid have been updated. Next issue of skids freezing up being addressed. Niles and Todd will get drawings for pre-filter straining wiring. Niles believes one more cable is needed to send signal for the filter to work properly. If control cable are needed, he will have them shipped to us.

Insurance: Researching insurance requirements for with assisting Town Plowing. Town is part of MassWARN. Exploring if contractual language is acceptable to Berry Insurance Agency.

EASEMENT UPDATES - Bob Delaney obtained assessed and market values for 140 Littleton Road. Information was submitted to Attorney Hall in order for him to compile a risk assessment on whether home owner's mortgage company needs to be included in the easement process. Attorney Hall does not believe current owner's mortgage company needs to be included in easement.

MISTY MEADOWS – Fracture Trace analysis contract signed with GeoInsight Environmental Strategy & Engineering. Included with report were maps and letter, dated January 5, 2021 from GeoInsight, referencing the feasibility of possibilities and targets by locating a bedrock supply well with sufficient yield to act as a community water supply at the Misty Meadow site based upon a review of the local bedrock geology and a lineament analysis. Survey plan on Mylar will be required and will need to be recorded at the Middlesex North District Registry of Deeds, in order to confirm property boundaries/lot lines. Current land surveying rules state compiled plans are no longer acceptable.

BYLAW AND RULES AND REGULATIONS – Begun updating rules and regulations document. Goal is to have a separate Bylaw document and Rules and Regulations document that could be posted on Chelmsford Water District website.

PFAS/PFOA UPDATE – Based on confirmation test results, it appears we are seeing seasonal trends with PFAS. MassDEP grant applications have been submitted. The grant funds cost towards a permanent solution to meet the Minimum Contamination Level (MCL). Funds would need to be expended by end of state's fiscal year (June 20, 2021). Grant could be awarded in early February, 2021. Questions were asked and answered. Attachment labeled "Potential Timeline for PFAS Regulation for CWD, if over 20 ppt. (MLC), included with report.

BREAKS/LEAKS – There were 12 breaks/leaks between 12/1/2020 – 1/8/2020. Questions were asked and answered, item by item.

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Business Director/Treasurer's Report – Lisa Quatrale

Lisa Quatrale's report, dated January 13, 2021, was presented.

ACCOUNTS RECEIVABLE – Lisa sent out 115 letters to customers that have a steadily growing balance based on inconsistent or zero payments over the past year. The letter outlines the benefits of using our on-line bill payer – City Hall Systems and encourages users to take advantage of the offered automatic monthly payment plans, in order to help customers bring their accounts current.

Additional information presented with Ms. Quatrale's report included December Expense vs Revenue December FY2021 report, Enterprise OPEB and Investment figures, Capital Balances and December FY2021 Line-Item Expense report.

PERSONNEL POLICY – VACATION – Discussions were held regarding the leftover employees' vacation time balances and the current carryover policy. Lisa requested a work session to be held with the commissioners to review suggested updates to Personnel Policy Guide.

MISTY MEADOWS: Lisa worked with Sue Taylor, Assessors to update the tax bill for Misty Meadows and abate the tax associated with the property since it became District Property.

BOND DEBT: - Last payments for FY21 were transferred and wired to U.S. Bank.

FINAL WATER READINGS: - 21 final water readings were completed in the 19 work days of December, 2020.

OPEN SESSION

Bill Martin – Mr. Martin asked for a Bond Debt Schedule.

John Harrington – Asked for update regarding 10 Independence Drive. Account was put to lien. Questions were asked and answered. Lisa to proceed the same with account. Update on Embankment Stumps and Growth. 51 stumps to be pulled out. John Harrington would like to keep the grass. Todd Melanson asked if and when it is cleared, can he research to see if we can put another solar array there.

Discussions on potential use behind garage once cut back and cleaned out. Discussions regarding Cranberry Bog Extension. Todd Melanson believes the owner's current water management act permit will expire. Discussions held on a creating a Hydrant's Policy. Agree to research and discuss further at a future meeting.

PREVIOUS MINUTES

Motion to approve regular meeting minutes of December 9, 2020 was made by Ron Wetmore, seconded by John Harrington and approved by unanimous vote.

Motion to approve previous minutes of December 9, 2020, Commissioners' Work Session, was made by John Harrington, seconded by Ron Wetmore and approved by unanimous vote.

NEXT MEETING SCHEDULE

Commissioners' Work Session – February 10, 2021 at 10:00am

Commissioners' Meeting – February 10, 2021 at 1:00PM

A motion to adjourn the meeting was made by Mr. Wetmore, seconded by Mr. Harrington and so voted. Meeting adjourned at 4:00PM.

Michaela Thompson
Recording Secretary

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