



Minutes Regular Meeting Wednesday, January 16, 2019

Present: Commissioners: John G. Harrington, Bill Martin, and Ronald Wetmore-(remotely)
Superintendent: Robert Delaney
Business Director/Treasurer: Lisa Valcich
Environmental Compliance: Todd Melanson
Recording Secretary: Gail Wilkish
Robert Doak
Pat Wojtas

1. Meeting was opened at 1:00 p. m. with the Pledge of Allegiance.

2. Environmental Compliance Report – Todd Melanson

A document titled “Environmental Compliance Manager's Report Water Commissioners' Meeting: 01/16/2019” was distributed and supporting documentation was reviewed, discussed, and questions addressed item-by-item. The report included the following items: Energy Update, District Issues, Town Issues, Water Conservation and Withdrawal, and Outreach – working on updating the Adopt a Hydrant Program with the Fire Department, Annual Compliance Reports, ACP Rates for the 2018 Compliance Year, Basic Information on PFAS per- and polyfluoroalkyl substances accompanied by MWWA CLF petition for rule making for these substances, and USGS Chart.

3. Superintendent's Report – Robert J. Delaney

A document titled, “The Superintendent's Report, January 16, 2019” was distributed and supporting documentation was reviewed, discussed, and questions addressed item-by-item. The report included the following items: Riverneck WTP, Locke Road Booster Station, Locke Road Tank/Fire-Police Antenna, Turnpike Tank-AT&T Antenna Replacement, Service and Water Main Breaks, Hydrants, Meadowbrook 2 Well, Municibid 2008 F250, and William Harvey Grant of Easement 43-45 Grove Street.

Robert Delaney presented to the Commissioners a letter dated October 29, 2018 from William L. Harvey III Esquire to Richard Rowsell, DPW Sewer Inspector requesting an underground water service easement with certified engineered scaled sketch. The attached draft easement suggests that the Easement be sold to the Chelmsford Water District for ownership.

Commissioners discussed said letter and unanimously agreed that Chelmsford Water District does not own private water line services on private property.

A motion was made by Ronald Wetmore and seconded by John Harrington to not accept ownership of private underground water service easement on Hildreth Street. Further, to record in the minutes, that the Chelmsford Water District will not own any such private service easement now or in the future.

Letter to be sent to Attorney Harvey in response to his letter dated October 29th, 2018.

Hearing no further discussion, the commissioners voted as follows: Mr. Wetmore, Aye: Mr. Harrington, Aye: and Mr. Martin, Aye. The motion was unanimously approved by the commissioners.

4. Business Director/Treasurer's Report – Lisa Valcich

Ms. Valcich provided updates on the following items: Account Notes: On December 20, 2018, a slightly revised agreement was sent to East Chelmsford Water District on the advice of Attorney Hall in which the indemnity clause was struck from the record based on it not being allowed under MGL. To date, we have not received a response back from East Chelmsford Water District.

Financial Reports and Analysis

December FY2019 including Expenses, Revenue, and Account Summary were distributed, reviewed, discussed and questions answered.

Treasurer's Report

Information relative to the Investment Accounts were distributed, reviewed, and discussed including Enterprise OPEB Account, Enterprise Investment Account, Capital Accounts, and December FY2019 Expense Revenue Snapshot.

5. Open Session

There was no new information in Open Session.

6. Ronald Wetmore

Infrastructure Replacement Program

Mr. Wetmore addressed establishing a pipe replacement program because of age of pipes and suggested setting up an account to address this issue. Funding needs to be in place for this program and Mr. Wetmore suggests a minimum of \$500k be set aside for such program and initiate annual funding. These funds will be funded through an article and be placed in a restricted fund for infrastructure upgrades.

Ms. Valcich reviewed with the Commission her recommendations of initial funding through investment proceeds. In addition, Ms. Valcich reviewed bond debt account and reviewed the bond refinancing and the surplus impact that has had on the account this fiscal year. She further projected that this account will continue to be surplus and will investigate the surplus of funds be used for infrastructure upgrades. Using this method of funding would allow for the District to proactively manage the looming issue all municipalities are facing with aging infrastructure and its effect on current operating budgets (water main breaks, patching aging infrastructure).

All commissioners were in agreement with the analysis and would like to move forward. Ms. Valcich will research all and present to the board during budget discussions.

7. Bill Martin

Lamplighter Green

Mr. Martin opened the discussion for Lamplighter Green Easement. Mr. Wetmore suggested the District allow the said easement for a cost of \$1,000.00 plus legal fees. The subject was opened for discussion. Mr. Harrington was not in agreement with the cost of easement and referenced the Districts initial cost of easement, the amount of work that the District has provided for Lamplighter Green over the past two years and all future work overseeing project. Lamplighter Green is no a District Customer and Mr. Harrington believed the District should be compensated for said time and effort. Mr. Martin asked Mr. Harrington what amount he thought was fair. Mr. Harrington stated he believes \$12k plus legal is a very fair amount. Mr. Martin did not agree and felt it should be closer to \$1k. Mr. Wetmore asked if the Commissioners can come to a compromise somewhere in the middle.

Mr. Wetmore made a motion to approve the easement for Lamplighter Green for the fee of \$6,000.00 plus legal fees. Mr. Harrington seconded the motion. Hearing no further discussion, the commissioners voted as follows: Mr. Harrington, Aye: Mr. Harrington, Aye:Mr. Martin, Aye. The motion was unanimously approved by the commissioners.

8. John Harrington

Mr. Harrington had no new information to report.

9. Old Business/Action Items

IMA between East Chelmsford Water District and Chelmsford Water District.

10. Previous Minutes

A motion to approve the December 12, 2018 Minutes was made by Mr. Wetmore. Mr. Harrington seconded the motion. Hearing no further discussion, the commissioners voted as follows: Mr. Harrington, Aye; Mr. Wetmore; Aye, and Mr. Martin; Aye. The Commissioners voted unanimously to approve the minutes.

11. Upcoming Meetings

Regular Meeting: Wednesday, February 13, 2019

12. Meeting Adjournment

The meeting was adjourned at 3:45 p. m. on a motion by Mr. Harrington. The motion was seconded by Mr. Wetmore. The Commissioners voted as follows: Mr. Harrington, Aye; Mr. Wetmore, Aye; and Mr. Martin, Aye. The motion was unanimously approved.

Respectfully submitted,

Gail M. Wilkish
Recording Secretary