



# Chelmsford Water District

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## CHELMSFORD WATER DISTRICT REGULAR COMMISSIONERS' MEETING June 15, 2022

### PRESENT:

Commissioners	John G. Harrington Bill Martin Ron Wetmore
Superintendent	Andy Reid
Business Director/Treasurer	Lisa Quatralo
Environmental Compliance Manager	Todd Melanson
Consultant	Bob Delaney
Recording Secretary	Ruth Anne Blair
Town of Chelmsford	Pat Wojtas

Commissioner Martin called the Regular Meeting of the Commissioners to order at 1:05PM with all reciting the Pledge of Allegiance.

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

Mr. Melanson distributed a document titled "Environmental Compliance Manager's Report Summary", dated June 15, 2022.

**PFAS** – Compliance readings for second quarter 2022, so far, averaged below 20 at all sites. **Short term required PFAS actions** same as last update (MassDEP has determined that the bottled water rebate plan would be the chosen option if the District violates the MCL again). Our Long-Term Corrective Action Plan was approved by MassDEP. **Class Action Suit** – new draft expected this week. Bellweather case due to start trial January 2023. Response to our amended draft received today.

**Customer Communications** – a proposal for a customer communications program has been received from the communications consulting firm, Kauppi Communications, Inc. (Jason Kauppi). This proposal contains the program they would deliver to CWD to help us communicate better with our customer base.

**Lamplighter Green** – Mr. Melanson has concerns about the complex's stormwater outfall location. 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.

**TAG** (Technical Assistance Grant) Grant – money from this grant could be used to help with communication about the PFAS6 project. Will need to find out who is eligible to apply. There could be \$15,000 - \$20,000 available.

**Energy Program update** – Solar REC credit sales and National Grid billing all look good.

**DBR2** – May results came in lower. Discoloration is better.

**Town Center improvements** – Monitoring the situation and progress. Roughly 7 RTNs spread out within this area.

**Apollo Drive developments** – continue to monitor the wastewater release issues.

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#### Commissioners

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

#### Operations

Andrew L. Reid, Superintendent  
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#### Administration

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**State Drought Status** – State has not released new drought status. We are doing what is required.

**Outreach** – Presented twice at the High School. Unable to get to Middle Schools. Water restriction signs are out. Attended the Farmers’ Market on the Common. People stopped by and asked questions about PFAS. Good response.

### **Business Director/Treasurer’s Report – Lisa Quatrale**

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

**Insurance** – still awaiting input from Allied Insurance about the claim CWD put in for the expenses incurred due to National Grid power loss at the Treatment Plant.

**IT** – working with StratusPointIT to implement a two-factor authentication process for remote entry in our servers when employees work from home.

**HR** – No responses to advertisements for Commissioner Meeting note taker. Recommend the clerk (Michaela) attend the meetings and take notes.

**Administrative personnel** – have or will have completed their individual goals and objectives for FY23 by end of June. Team objectives will also be worked on as well as cross-training.

**Real Estate finals** - in May 50 properties were processed. Welcome packets were sent to all new owners

**Aging Meter replacements** – Targeted 320 meters (148 series) for replacement. A work plan has been established to accomplish this.

**Purchasing** – Participated in the bid reviews and interviews for Engineering Services for PFAS/PFOS removal at Crooked Springs Water Treatment Plant

**Election and Annual Meeting** – Election and Annual Meeting were held in April. Annual Meeting minutes complete and awaiting approval to be sent to DOR.

**Retiree Health Care Benefit** – Annual Meeting voted CWD pay 100% of supplemental health premiums for Medicare eligible retirees and 60% of premiums for non-Medicare eligible retirees.

**Legal** – Internal review of all annual adoptions of MGLs is ongoing.

**Sunny Meadows** – Mr. Jordan’s service line to the farm will be up and running in about 3 weeks. An account will be set up for billing to the Town.

**Training** – Administrative staff participated in Vadar Utility Training. Accounting Training is pending scheduling.

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

A document titled “Superintendent’s Report” dated June 15, 2022 was distributed to the Board.

**PFAS BID** - The PFAS Removal Engineering Services review committee interviewed three respondents and recommends the design services be awarded to AECOM, as follows: **A motion was made by Commissioner Wetmore, seconded by Commissioner Harrington that upon consideration of the proposals submitted in response to the Engineering Services related for the removal of Per- and Polyfluoroalkyl Substances RFQ and in accordance with the criteria set out in the RFQ, I move that the District award the contract to AECOM Technical Services, Inc. for the purpose of providing design services in relation to addressing the District’s PFAS issue. Commissioner Wetmore voted Aye, Commissioner Harrington voted Aye, and Commissioner Martin voted Aye. Motion passed unanimously.**

**Radio Interference** – Solution is to stay with current radio communication but move to another “channel”.

**Treatment Truck** – Will keep old truck for one more year.

**MWWA training at CWD** – If Mass Water Works uses our facilities for training location, we would be allowed one free seat. There are two CWD distribution employees that would like this training. This training is one Monday morning a week for three months.

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Ronald W. Wetmore  
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**Emergency Truck** – this truck is a 2006 model, with 18,000 miles on it and 3,800 hours of service. Body work pricing to be provided later.

**Crandall Property, 243 Riverneck Rd** – Spoke to owner, who was going to consult his business partner. The Board of Water Commissioners had requested to explore with the property owner the range of property purchase values that would be acceptable to the owner to selling the property prior to expending any funds for an appraisal. The range that the District had available were within the range the Owner may find acceptable, with the understanding the District likely would be applying for a Drinking Water Supply Protection Grant Program which matches 50% up to \$300,000. The Owner understands that the appraisal process will set the price that would be acceptable to the District, upon which the Owner has option to accept or reject. The BoWC approved taking the next step to performing the appraisal process.

**Discussion:** Commissioner Wetmore expressed concern about the District purchasing “potential future well sites” such as Misty Meadows when we have current needs that must be addressed and operating costs are increasing. Misty Meadows’ purchase was also for protection against future housing building near our well sites. Riverneck Road would assure us protection of the current wells in that vicinity.

**Canal Street Generator update** – Rob Silva consulted and he feels best way to proceed is to fix generator (replace radiator, voltage regulator, potentiometer and isolation transformer and potentially replace indirect vaporizer.)

**Beaver Dams** – filed for emergency permit to address beaver dams at Watershed Lane. Three beavers captured, old dam breached and need boat to breach farthest dam.

**Preliminary Chemical Consortium Bid** – all chemical costs have increased. Currently we use Potassium Hydroxide (KOH). The cost of KOH has increased 73%. We have the option to move to Sodium Chloride (NaOH) which would reduce our chemical costs in FY23. Switching would increase the sodium levels by 3 mg/L or less under typical caustic dosing except when the aerator is offline for maintenance. MassDEP may require increased sodium testing and we would need to provide notice to Health Department and CCR. **It was decided to switch to Sodium Chloride upon approval of permit by MassDEP.**

**Division of Local Mandate Survey** – survey is being created and they are planning to hold a webinar on the survey.

**Drug & Alcohol SOP** – Mr. Reid presented a draft of a SOP for an internal program that addresses the District’s policy on Drug and Alcohol Abuse and what steps the District would take to comply with this policy. **A motion to adopt the proposed SOP as presented by Mr. Reid was made by Commissioner Wetmore and seconded by Commissioner Harrington. Commissioner Wetmore voted Aye, Commissioner Harrington voted Aye and Commissioner Martin voted Aye. Motion passed unanimously.**

**Bids** – no bids received on Turnpike cell tower. Low paving bidder for MeadowBrook #1 was Newport Materials at \$43,525. **A motion was made by Commissioner Wetmore, seconded by Commissioner Harrington that we accept the bid from Newport Materials at \$43,525. Commissioner Wetmore voted Aye, Commissioner Harrington voted Aye and Commissioner Martin voted Aye. Motion passed unanimously.**

**Breaks** – Concord Road/Boston Road and New Fletcher service line.

## OPEN SESSION

- Pat Wojtas reported that there will be a parade on July 4<sup>th</sup> and the Water District is invited to participate.
- Commissioner Harrington praised the work the District staff did on the wall extension behind the garage.

A motion to approve the Minutes of the May 18, 2022 Regular Commissioners' Meeting at 1:00pm was made by Commissioner Wetmore, seconded by Commissioner Harrington. Commissioner Wetmore voted Aye, Commissioner Harrington voted Aye, and Commissioner Martin voted Aye. Motion passed unanimously.

A motion to approve the Minutes of the Regular Commissioners' meeting on April 27<sup>th</sup> at 630pm was made by Commissioner Wetmore, seconded by Commissioner Harrington. Commissioner Wetmore voted Aye, Commissioner Harrington voted Aye, and Commissioner Martin voted Aye. Motion passed unanimously.

A motion to approve the Minutes of the Annual District Meeting on April 27<sup>th</sup> at 7:00pm was made by Commissioner Wetmore, seconded by Commissioner Harrington. Commissioner Wetmore voted Aye, Commissioner Harrington voted Aye, and Commissioner Martin voted Aye. Motion passed unanimously.

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

Meeting adjourned at 3:00PM.

Ruth Anne Blair  
Recording Secretary

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