



Chelmsford Water District

20 Watershed Lane • Chelmsford MA 01824-4884 • www.chelmsfordwater.com

CHELMSFORD WATER DISTRICT REGULAR COMMISSIONERS' MEETING JUNE 9, 2021

PRESENT: Commissioners:	John G. Harrington
	Bill Martin
	Ron Wetmore
Superintendent:	Andy Reid
Business Director/Treasurer:	Lisa Quatralo
Compliance Manager	Todd Melanson
Recording Secretary:	Ruth Anne Blair
	Bob Delaney
	Pat Wojtas (Town)
	Richard Donaldson (Millstream Foundation)
	Evelyn Thoren (Millstream Foundation)
	Tom St. Germain (Millstream Foundation)

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

Commissioner Martin opened the meeting. Kudos were given to Mr. Melanson for his recent recognition for Water Conservation.

Open Session (taken out of Agenda order):

PFAS Class Action - Pat Wojtas mentioned that the Town has been in contact with Attorney Naughton from Napoli Law Firm regarding the PFAS class action suit.

****0 Billerica Road, Randall Property** – Attorney Hall was conferenced in by phone. He has been researching the title for this piece of property (that abuts our Canal Well No.1 400 ft. buffer zone and is within our zone 1). The title/plan dates back to 1941. There might not be any previous owners/sellers living now. That plan shows two Lots. Lot 1 is 6 acres, Lot 2 is 3 acres. He would need to go to court to get probate. We are only interested in Lot 1 (6 acres). Probate access has been delayed due to the COVID shutdowns. It might be 3-4 months before he could get probate. His recommendation was to move forward, and that someone from CWD should walk the property to determine the exact acreage we are interested in. If a formal survey were to be done, it might cost more than the purchase price. Commissioner Martin indicated he would obtain an assessor's map of the property and contact the owner's Granddaughter to see if she would accompany him on a walk through.

Commissioners

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

Operations

Andrew L. Reid, Superintendent
Tel: 978.256.2931
Fax: 978.256.7114
E-Mail: areid@chelmsfordwater.com

Administration

Lisa M. Quatralo, Business Director and Treasurer
Tel: 978.256.2381
Fax: 978.244.1434
E-mail: lisa@chelmsfordwater.com

Mill Stream Foundation –

Richard Donaldson, Tom St. Germain and Evelyn Thoren attended the Commission meeting under open session in order to gain a better understanding of District's intentions of Mill Stream Property since this has been broached for a number of months. The Mill Stream Foundation would very much like to work with the District regarding this property and brought the following points to the Commission for them to contemplate and review:

- Would it be possible for Mill Stream Foundation to lease the property to CWD for a short period (3-5 years) giving the District the opportunity to determine whether the purchase of this property would be advantageous? The commissioners indicated they would need to know what the purchase price would be prior to accepting lease (i.e., end of lease with option to purchase for an agreed dollar amount). Purpose of lease (for CWD) would be to keep the property available, allow CWD to find any issues/unknowns that would preclude our decision to purchase.
- Mr. St. Germain indicated that an outstanding question is who controls the water. He did mention that the dam has been inspected every five years.
- Ms. Thoren made the point that this property is not "on the market" because they would like "an affordable relationship" discussion with buyer and Mill Stream Foundation or lawyers. The MSF is a corporation so there are legal processes that need to be adhered to.
- Are there any State or Federal requirements that would need to be addressed with this purchase? It is possible there might be State requirements. Ms. Thoren said during her 6+ years on the Board there has been no correspondence from the State.
- Is the dam necessary? Could it be moved?
- Instead of a Lease Agreement, is there a possibility to budget the purchase price over a set number of years. Mr. St. Germain indicated they are flexible, and they can be "friendly".
- Mr. Donaldson inquired about the value to the District of the existing well located on the property. The existing well is not within the required buffer zone and therefore has no value to the District
- Next Steps – review the list of questions and bring our response to the Mill Stream Foundation Board.

Commissioner Martin asked if the Mill Stream Foundation had reviewed a list of questions that was forwarded to them by Commissioner Harrington. Ms. Thoren responded that they had reviewed the list of questions but did not answer them. She felt that some of the questions did not pertain to the discussion of the sale of the property but rather to the Mill Stream Foundation and therefore inappropriate.

CARLISLE/CRANBERRY BOG - Mr. Harrington mentioned if the water rights of this property has expired, a new/different permit would have to be applied for.

Commissioners

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

Operations

Andrew L. Reid, Superintendent
Tel: 978.256.2931
Fax: 978.256.7114
E-Mail: areid@chelmsfordwater.com

Administration

Lisa M. Quatralo, Business Director and Treasurer
Tel: 978.256.2381
Fax: 978.244.1434
E-mail: lisa@chelmsfordwater.com

Environmental Compliance Report – Todd Melanson

A document titled “Environmental Compliance Manager’s Report, dated June 9, 2021, was distributed to the Board. Mr. Melanson summarized his report which covered:

Solar Array – The array inspection went well. There were some panel labels that needed to be replaced. The District will be entering a new credit sales agreement period. Mr. Melanson was given permission to bid for a new two-year agreement period at the best available market price which is currently at \$42 a credit. May’s production was 8 above the annual average. June had generated 15 credits at the time of this report. .

Stream Gauge – EEA has declared most of MA, including our region, in a Level 1 Drought. For the month of May we pumped above our WMA volume number. As of May we were approximately 318 CFS above the median.

PFAS6 – We have started to work with Weston and Sampson on the Engineering Grant requirements due by June 30th. New England Mosquito Control has determined that the seasonal increase in PFAS numbers is a result of the product’s storage containers (not the product itself). They are now using metal containers to store the product. Second quarter monitoring underway and tracking higher with a potential to exceed the MCL. Samples to be taken next week.

Concord Basin OTC - Need to finish the lead and copper sampling requirements before completing the OTC. The regulations have changed, and Mr. Melanson needs to do a complete survey. This is time consuming. They are looking for the age/type of connections and solder. Most of our connections are plastic.

Town Issues – Septic issues continue to be an area of concern and we have expressed these concerns. Coordinating with Bureau of Waste Site Cleanup on Summer Street and private well testing.

Water Conservation & Withdrawal – Numbers continue to be more than last year, at this time. MRB +35MG, CRB +1.0MG, +12MG -Fin. Precipitation numbers through May and the year are at +7.89” above the region.

Outreach – PFAS outreach and education. Biannual Newsletter under construction.

Mr. Melanson mentioned that the new Ayer PFAS Treatment Plant has discovered that the greensand filters/resin treatment process that was supposed to last three years only lasted 3 months. The manganese or iron bacteria bound the resin resulting in an expensive process to resolve.

Superintendent’s Report – Andy Reid

A document titled “Superintendent’s Report” dated June 9, 2021 was distributed to the Board. Mr. Reid summarized the contents of his report which covered:

PFAS PILOT TEST: (Grant \$199,996) Contracts with Weston & Sampson and Blueleaf Pilot Testing Services have been signed. Pilot test expected to be up and running in June.

LONG-TERM WELL PLANNING: Mill Road well #3a motor failed and was replaced on temporary basis with loaner motor in June. A contract was signed with AECOM to assess the existing well life to guide when to replace and look at remaining properties in Town which may yield viable well sources. A detailed list of our wells and their ages was provided.

HYDRANT PAINTING: Approximately 300-400 hydrants will be repainted this summer with the help of 2 seasonal help .

MILL ROAD WELL 1R: Mobilization started May 17th. Building should be ready by the end of June. Startup and commissioning pushed to end of July.

RIVERNECK ROAD WTP: Due to the extra rainfall in May, the finished water had elevated color.

WATER TECHNICIAN: Job has been advertised, , with one response so far.

TOWN JULY 4TH CELEBRATION: The District has been invited to participate in the July 4th parade this year. Commissioners asked Superintendent to survey employees to see if any are available and interested in participating on behalf of the District.

SAFETY PROGRAM: A soft rollout of the safety program has begun. This will be integrated/happen over time. Targeting applying to Dept. of Industrial Accidents Workplace Safety Grant to continue the rollout. Questions were asked and answered, item by item.

Business Director/Treasurer's Report – Lisa Quatralle

Ms. Quatralle's report for May 2021 activity was presented.

ACCOUNTS RECEIVABLE – Continue to monitor A/R closely. Auditor's note from the June 30, 2020 audit indicated the A/R from water rates increased from \$401,500 at June 30, 2019 to \$610,423 at June 30, 2020. The effects on the economy by COVID-19 resulted in financial instability, leaving water takers unable to keep their accounts current.

FREE CASH – Complete - We finally received approval of our Free Cash. As of July 1, 2020, it was \$2,708,556.00. The District has received notification from DOR that they would like to see a change in our process. These will be instituted for the FY21 audit.

CLASS ACTION Agreement received and reviewed by Attorney Hall. Agreement signed by both parties.

RANDALL PROPERTY/0 Billerica Road – P&S signed by both parties.

EMPLOYEE OPEN ENROLLMENT – All employees were sent an email reminder about the month of May being Open Enrollment time.

FY2020 LIENS – A spreadsheet of current liens was included. Progress has been made in accessing the facilities and locating the source of the leak at 10 Independence Drive. They have made partial payments on their lien and final payment is anticipated soon.

FINAL WATER READINGS – Continue at a steady pace with 35 finals completed in May.

FY2020 LIENS – as of June 8 - \$14,679.49 is still outstanding.

10 INDEPENDENCE DRIVE (Ronit Hospitality) – Buildings still closed. Leaks are still occurring. Thanks to Jimmy Rogers, working with the engineer at this location, they have been able to locate a shutoff valve to shut off the water, not tied into the fire suppression line. Ms. Quatralle contacted the hotel representative about this unpaid account. He responded that this will be addressed as soon as possible.

WATER RATE CHANGES – The subject of rate changes was discussed:

- The last rate increase was in 2016.
- It was felt that a “modest/minimal” increase might be appropriate, perhaps 3%
- Mr. Martin felt there should not be any change. Instead, perhaps restructure of the bond debt
- Mr. Wetmore felt that periodic changes, in small increments, would be best, rather than make one big one later.
- Ms. Quatralle will prepare an analysis for further discussion.

MISCELLANEOUS –

- AVAIL has provided a vulnerability report. This report indicated zero vulnerabilities.
- As requested by the Board of Water Commissioners, two additional notes were added to each water bill, ongoing.
 - DISTRICT ELECTION is held the 2nd Monday of April
 - DISTRICT ANNUAL MEETING is held the 4th Wednesday of April
- Cross Connection Fees – details as requested – An outsourced company reviews 782 devices for an annual cost of \$31, 280. Pricing relative to customer is \$70 per device for an annual revenue of \$54,740, resulting in a net profit of \$23,460. Discussion was had about doing this program in-house.

Questions were asked and answered, item by item.

PREVIOUS MINUTES

Motion to approve minutes of Commissioners’ Meeting of May 12, 2021 was made by Commissioner Wetmore, seconded by Commissioner Harrington. Ron Wetmore voted Aye, Bill Martin voted Aye, John Harrington voted Aye. Motion passed with unanimous support.

NEXT MEETING SCHEDULE

Commissioners’ Executive Session July 21, 2021 at 12:00PM

Commissioners’ Meeting July 21, 2021 at 1:00PM

A motion to adjourn the meeting was made by Commissioner Wetmore, seconded by Commissioner Harrington. Ron Wetmore voted Aye, Bill Martin voted Aye, John Harrington voted Aye. Motion passed with unanimous support. Meeting adjourned at 3:25PM.

Ruth Anne Blair
Recording Secretary

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

Operations
Andrew L. Reid, Superintendent
Tel: 978.256.2931
Fax: 978.256.7114
E-Mail: areid@chelmsfordwater.com

Administration
Lisa M. Quatralle, Business Director and Treasurer
Tel: 978.256.2381
Fax: 978.244.1434
E-mail: lisa@chelmsfordwater.com