

**Minutes
Regular Meeting
Wednesday, November, 2018**

Present: Commissioners: John G. Harrington, Bill Martin, and Ronald Wetmore
Business Director/Treasurer: Lisa Valcich
Environmental Compliance: Todd Melanson
Recording Secretary: Gail Wilkish
Attorney: Douglas Hausler
Michael Lynch
Maureen Mara
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: 11/14/2018” 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, Solar Production, North American REC Markets, and SGS Chart.

3. Superintendent's Report – Lisa Valcich for Robert J. Delaney

The Superintendent's Report was discussed next. Ms. Lisa Valcich distributed a document titled “Superintendent's Report – November 14, 2018.” The report and supporting documentation were reviewed, discussed, and questions addressed, item-by-item. The report included the following items: Riverneck WTP, Turnpike Tank, Mr. Bill McCarthy acknowledged how well Sacca Electric, A&D Instruments, and Stonkus all worked as a team for a successful project. Old Garage Metal Roof Repair/Replacement, Mill Road #3 Roof Repair, Service and Water Main Breaks, Crack Filling and Seal Coating Office Parking Lot, Locke Road Service Call, Generator Issue, Smith Street Treatment Plant, Meadowbrook Piping, Material Quotes pre-tariffs, 129 Overlay East Chelmsford, 110 Turnpike Road, Fire Extinguishers and AED, Vehicles, Storm Related, DEP, and Cross Training.

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

Ms. Valcich provided updates on the following items: Account 8603. Pending update from Attorney Hall. Actuarial Valuation 2018-2019, Middlesex Retirement Funding, 129 Overlay District, 2018 Annual Survey of Local Government Finances – U.S. Department of Commerce, Health Insurance Responsibility Disclosure (HIRD) form, Training, and Shut off activity.

5. Open Session

Auditor, Maureen Mara, reviewed Investments, OPEC Funds, and Bond Fund.

Lamplighter Green Association- Attorney Douglas Hausler came before the commissioners regarding the easement issues. Mr. Martin suggested the Chelmsford Water District Commissioners take it under advisement.

It was, also, noted that Susan Rosa from the Board of Health acknowledged how helpful Todd Melanson has been.

6. Ronald Wetmore

Mr. Wetmore had no new information to report.

7. Bill Martin

Mr. Martin had no new information to report.

8. John Harrington

Harvey Subdivision
Mill Road - Nashoba

9. Old Business/Action Items

IMA between East Chelmsford Water District and Chelmsford Water District.

10. New Business

There was no New Business discussed.

11. Previous Minutes

A motion to approve the October 10, 2018 Minutes was made by Mr. Harrington. Mr. Wetmore 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.

12. Upcoming Meetings

Regular Meeting: Wednesday, December 12, 2018 - 1:00 p. m.

13. Meeting Adjournment

The meeting was adjourned at 4:40 p. m. on a motion by Mr. Wetmore. The motion was seconded by Mr. Harrington. The Commissioners voted as follows: Mr. Harrington; Aye, Mr. Wetmore; Aye, and Mr. Martin; Aye. The motion was unanimously approved.

Respectfully submitted,

Gail Wilkish
Recording Secretary

