



Chelmsford Water District

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CHELMSFORD WATER DISTRICT REGULAR COMMISSIONERS' MEETING September 21, 2022

PRESENT:

Commissioners

John G. Harrington

Bill Martin

Ron Wetmore

Superintendent

Andy Reid

Business Director/Treasurer

Lisa Quatralo

Environmental Compliance Manager

Todd Melanson

Recording Secretary

Michaela Thompson

Pat Wojtas (Town)

Robert Delaney

Commissioner Martin called the regular meeting of the Commissioners to order at 1:00PM, with all reciting the Pledge of Allegiance.

Open Session:

Commissioner Bill Martin asked Pat Wojtas, Select Board Representative to the District, for an update on the Town's position regarding the sewer situation and the end of the moratorium. Active discussion ensued. Commissioner Wetmore stated that the District would like to be part of the discussion and work cooperatively with the Town in a solution that works for all. Commissioner Martin added that time is of the essence and looks forward to having the District's voice as part of the conversation. The Board will follow up with Paul Cohen, Town Manager and the Town Select Board with a letter outlining the District's reservation to the Town's proposed solutions of Chelmsford's sewer situation.

Environmental Compliance Report – Todd Melanson

Mr. Melanson distributed a document, titled "Environmental Compliance Manager's Report Summary", dated September 21, 2022.

PFAS – Compliance readings for 3rd quarter 2022 showed a slight increase at the Crooked Spring Water Treatment Plant. Mr. Melanson stated that the increase happened right after a wet-weather event. This confirmed his reasoning of the relationship to stormwater. The Riverneck Treatment Plant was not tested as the sample QC failed.

Summer Restrictions – Given the water indices (wells, tanks, stream gage and GW monitoring wells) as well as the State's Drought Task Force continuation of Drought Level 3 for the third consecutive month, Mr. Melanson suggests maintaining the District's Level 3 until the end of the District's restriction period. He does not recommend extending the restriction period as the District had done in the previous drought of 2016, since most of the indices seem much improved and the tanks remain full. Mr. Melanson stated that we received 7" of rain so far in the month of September. The State's Drought Task Force next meeting is scheduled for October 6, 2022.

Commissioners

Bill Martin, Chairman

Ronald W. Wetmore

John G. Harrington

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TAG Grant – MassDep’s BWSC runs a grant program for technical assistance in dealing with hazardous cleanup sites and could potentially be used in helping the PR portions on the outreach for PFAS; looking through application process to see if it is viable.

Energy Program – **a) Solar REC Credit Sales:** Received new contract with Sol Systems, LLC; 456 credits TD/Sept=35 so far. **b) Solar Array:** Operating well within norms; need for vegetative clearing. **c) National Grid Billing:** No overlapping in billing has continued in neither Electric nor Gas. National Grid gas overcharge has been adjusted by \$4,371.30. Mr. Melanson is tracking this and believes the credit should be used up this fiscal year. **d) Third Party Electric Supply Contract:** working with same company (**Single Source Energy Solutions, Inc.**) that the District partnered with for the Natural Gas contract for an Electrical Supply contract. Mr. Melanson states that he just needs to make sure it doesn’t overtly affect the NET Metering program that the District has with the Winchendon Solar Array. He doesn’t believe it will with the type of increases being projected for January.

DBPR2 Concerns: The next sampling is in November. Mr. Melanson has concerns with reduced flows from current full ban may lead to increased numbers. The automatic hydrant has operated continuously and seems to be helping prevent DBR formation and has drastically decreased discolored water issues in the area.

Town Issues: **a) Town Center Improvements:** Continue to monitor the situation and progress of what is being proposed as this section of town has roughly 7 separate RTN’s spread out within this area. **1)** Mr. Melanson has concerns over work done at 1 Billerica Rd with the monitoring well there detecting PFAS above the groundwater threshold. He recommends no private well be allowed for irrigation and should have runoff protections put in place. **2)** Mr. Melanson states that the 9 Acton Rd project does not have our submitted concerns and requests noted on the project. **b) Sewer Moratorium End:** Mr. Melanson has serious concerns about the Town’s possible solution to the end of moratorium on sewer connections. There already have been identified incidents of septic systems or these small package plants injecting PFAS into the aquifer. Mr. Melanson has started work on the District’s message with Superintendent Reid about this concern and the need for coordination/cooperation with the Town on these systems to better help protect the Zone 1 & 2 of Chelmsford’s water resources. **c) Apollo Drive Development:** Mr. Melanson is maintaining communication with the Town on this site about the District’s concerns. **d) Riverneck Road Project:** Mr. Melanson’s concern is the near proximity to the Riverneck Road wells and Treatment. He has noted that all stormwater needs to be directed towards the Northeast side of the property. At this time, he is unsure as to the sewer/septic determination for this project.

State Drought Status: The State Drought Task Force met September 8th with the following decisions: **a)** the Islands, Southeast and Western Regions placed on Level 2. **b)** The Northeast Region, Cape, Central and Conn River Valley Regions placed in a Level 3 Drought.

Outreach: **a) Schools:** Organizing for next year. **b) Water Restriction Signs:** Change of restriction levels and its enforcement. **c) Use of Town’s Code Red:** the District requested and was allowed use of the Code Red system; Mr. Melanson would like to officially thank Chief Spinney and the Chelmsford Police Department for this allowance. The District received many positive comments about this use and he wanted to convey appreciation to the Chief and the CPD because they receive the negative feedback on this type of usage of the system. Mr. Melanson stated that the use of the Town’s Code Red system has only been used three times and all three were for droughts and a Level 3 announcement. **d) Website Email Opt In:** now online. **e) Meetings with Jason Kauppi:** Mr. Melanson states good progress and notes that contact was made with Congresswoman Trahan’s office/staff.

Superintendent's Report – Andy Reid

A document titled "Superintendent's Report for September 21, 2022 BoWC Meeting" was distributed to the Board.

Items discussed during meeting:

- 1) **PFAS Communication Outreach** – Superintendent Reid presented to the Board a Communications Timeline from Kauppi Communications, Inc. and discussion ensued.
- 2) **Murphy Request for Patriot Way** – Discussion ensued. Commissioners agreed that homeowners will need to do their due diligence.
- 3) **Total Coliform detections continue in the Distribution system.** Action Steps taken:
 - a) Working on improving sample location within fire station in South Chelmsford
 - b) Have boosted chlorine in Summit tank as well as Turnpike tank.

General Report provided for review:

1. **Eagle Nest Private Way:** Working to obtain signed easements. Hope to perform work at the end of September
2. **Fire Department Co-Training Report:** Submitted suggested draft to Fire Chief. Awaiting input.
3. **Crandall Property on Riverneck:** First appraisal available. Awaiting second appraisal at end of September.
4. **MassDEP approved conversion from caustic potash to caustic soda:** Targeting conversion once summer demands reduce (fall timeframe). Also, will be installing new caustic tank at Riverneck Water Treatment Plant.
5. **IXOM** has inspected the mixing and aeration systems. Performed some repair work. Found the Summit mixer not running but since has been repaired.
6. **MB No. 1 access road has been paved and finally competed.** (Newport Co. had to finish shoulder work). Newport construction Co. was rejected for the three patch paving jobs due to non-responsiveness. Moving to the next lowest bidder.
7. **AECOM has initiated PFAS alternatives analysis** by submitting pilot testing permit for bench scale work.
8. **Updates bid results:**
 - a) **Currently working on IFB cleaning aeration balls at CSWTP and replacing balls at RNWTP.**
9. **Focus of operations for the Month/Summer:**
 - a) **Treatment:** SSWTP running, mowing, etc. Painting MB No. 1 is about 80% done. Waiting for fall to finish.
 - b) **Distribution:** Target replacement of oldest Ludlow style hydrants, valve and meter replacement, mowing and GIS (geolocating assets as well as populating pipe characteristics geodatabase) and backflow testing.
 - i. Empire Painting has been working on painting hydrants. District staff have been focusing on painting the new hydrants with silver caps and bonnet.
 - ii. Targeting to replace 25 meters (preferably T-140 model) a month. July was 42 meters (30 were T-140) and August was 51 meters (30 were T-140).
 - iii. Screening of material performed by W.L. French over 2 day period. Screenings used for trench backfill.
10. **Break Report:** Generally, still only minor work such as service lines.
 - a) Proctor Road had a second break within a year which we believe is associated with National Grid cathodic protection. We are currently chasing them to rectify the situation. Pipe is relatively new (<25 yrs. old).

11. **Clean Water Trust contract for Asset Management Grant to be submitted once authorized signatory document at meeting is approved by BoWC. Attempting to get Env. Partners water model work done early so AECOM can use it as part of the alternatives analysis.**
12. **Reminder that MWWA prerequisite training starts Sept. 19. Runs until December.**

Superintendent Reid presented the Authority to File form from the Massachusetts Clean Water Trust of the Commonwealth of Massachusetts and requested the Board of Commissioners to approve and grant him the authority to file in regards to work activity consisting of the Development of a Horizontal Asset Management Plan.

Commissioner Martin made a motion to give Superintendent Andy Reid Authority to File for work activity consisting of the Development of a Horizontal Asset Management Plan. Commissioner Harrington seconded the motion. Ron Wetmore voted Aye, Bill Martin voted Aye and John Harrington voted Aye. Motion passed with unanimous support.

Business Director/Treasurer's Report – Lisa Quatrale

Ms. Quatrale's report for September 2022 activity was presented, including documentation on FY2023 Expense and Revenue, FY2023 Article Balances and Enterprise Investment and OPEB accounts.

Audit Activity: Ms. Quatrale is working with auditors to provide additional details needed. Expect auditor's management letter and free cash submission to be provided shortly.

District Financial Policy Guidelines:

Work in progress and first draft was submitted to Superintendent and Commissioners on August 15th. Plan is to finalize and have adopted by Board of Water Commissioners FY23.

Account 6453 - Tampering with Meter – Disconnected and Bypassed:

Details of meter tampering on account number 6453 was shared with Board of Water Commissioners and District Attorney. Ms. Quatrale presented the account's history and handed out pictures of the disconnected meter and the bypassed piping. She stated that the stealing of the water was discovered during a scheduled appointment to check on the meter, since it was not transmitting a reading. Town Plumbing Inspector and Sewer Superintendent were being notified, as well. Discussion on future action ensued.

Personnel Guide: Received confirmation and acceptance on updated Personnel Policy Guide from all employees.

National Grid Gas Bill: National Grid has confirmed they charged the district the wrong usage for 03/FY22 and have credited the account this month 3962 Therms and \$4,352. The accounts credit balance for FY23 should cover the rest of the fiscal year billing on this particular account.

PFAS Communication Plan: Ms. Quatrale attended two meetings to strategize how to communicate PFAS action plan.

Accounting IT Issues: Ms. Quatrale met with Ted Cormier (Vadar) and Jason Crowe (StratusPointIT) to discuss slow response time in Vadar. They corrected some issue and discussed moving from physical server to the cloud. Both Vadar and StratuspointIT agreed that this would be a very beneficial next step to help with response time. She is waiting for a quote.

Real Estate Activity: Still fast and furious. Finals processed in August = 28 properties.

Commissioners

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Ronald W. Wetmore
John G. Harrington

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John Harrington

Commissioner Harrington requested that the District look into installing a drain in the driveway behind the office as it has shown to freeze over in the winter.

Previous Minutes

A motion to approve the Minutes of the August 17, 2022 Work Session was made by Commissioner Wetmore, seconded by Commissioner Harrington. Bill Martin voted Aye, Ron Wetmore voted Aye, and John Harrington voted Aye. Motion passed unanimously.

A motion to approve the Minutes of the August 17, 2022 Commissioner's Meeting was made by Commissioner Wetmore, seconded by Commissioner Harrington. Bill Martin voted Aye, Ron Wetmore voted Aye, and John Harrington voted Aye. Motion passed unanimously.

Next Meeting

Commissioner's regular meeting: September 29, 2022 at 11:30am

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

Meeting adjourned at 3:20pm.

Michaela Thompson
Recording Secretary

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