

Minutes of the Meeting of July 9, 2019

Called to Order at 5:07 pm

1. The Commissioners approved the Minutes of the Meeting of June 18th as amended. The motion was seconded by Commissioner Sheldon, approved by unanimous roll call.
2. Director Roy presented his bi-weekly report to the Commissioners. Treasurer Travers requested that Mr. Roy to provide a brief explanation regarding the status of the upcoming water main replacement project. Other points of interest included the replacement of a variable frequency drive (VFD) unit at Well 4 and the status of the Facility Upgrade Project. Mr. Roy stated that the most recent change order had resulted in a net credit of approximately \$10,000 and a copy of the change order would be provided to the Treasurer and BOC at the next meeting.
3. The revised Cyber Security Policy was presented. Commissioner Sheldon noted that the “employee” definition should be expanded to include “anyone having access to the District’s network,” annual cyber security training was also suggested. Mr. Roy stated that he would contact Massachusetts Interlocal Insurance Association (MIIA) for training recommendations and cost estimates. Further discussion was tabled allowing further evaluation of the policy.
4. Director Roy reviewed the status of Cell Tower RFP 20-3 (Bigelow Hill Site) and RFP 20-4 (East Street WTP). Mr. Roy noted that the proposal deadlines were July 17th and July 24th respectively. Commissioner Fox recommended that Mr. Roy refer all questions pertaining to the RFP’s to the District’s Cell Tower consultant, Ivan Pagecik.
5. Mr. Roy noted that RFP 20-5 (Water System Master Plan) was advertised on June 27th with a proposal deadline of August 8th.
6. Mr. Roy presented a summary of the regulatory updates regarding Polyfluoroalkyl (PFAS) to the Commissioners. Mr. Roy noted that the District conducted sampling in 2013 as required under Unregulated Contaminant Monitoring Rule (UCMR3). Mr. Roy stated that the sample results were below the Minimal Risk Level (MRL). Mr. Roy stated that he had surveyed the surrounding communities as the District awaits further guidance from MassDEP. Commissioner Sheldon suggested that Mr. Roy solicit qualified engineering firms to perform a desk-top study of the District’s nine sources and establish a mitigation plan in the event of a contamination emergency; being in agreement the Board requested for Mr. Roy to move forward.
7. Commissioner Fox moved to conclude the meeting, the motion was seconded by Commissioner Sheldon, approved by unanimous roll call.

There being no further discussions the meeting adjourned at 6:50 pm.

In attendance:

Robert Boyd, Chairman
Robert H. Sheldon, Commissioner
Joshua M. Fox, Commissioner
Tom Travers, Treasurer
Renee Adams, Customer Service Manager
Vincent J. Roy, Executive Director