

**BOARD OF WATER COMMISSIONERS**  
**MINUTES FOR THE MEETING OF**  
**APRIL 21, 2020**

*Virtual Meeting Access via Zoom / Audio Meeting Access via telephone dial in*

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The statutory requirements as to notice having been complied with, the meeting was convened at 5:09 PM.

**Members Present:** Commissioner Joshua M. Fox and Commissioner Robert H. Sheldon.

**Members Absent:** Chairman Robert E. Boyd, Jr.

**Others Present:** Treasurer Thomas Travers, Customer Service Manager Renee M. Adams, Executive Director Vincent J. Roy and District Counsel Lawson Williams.

Commissioner Sheldon called the meeting to order.

**1. REVIEW MEETING MINUTES**

The Commissioners approved the Minutes for the Meeting of April 7, 2020 as amended. The motion for approval was made, duly seconded, and approved by unanimous roll call.

**2. DIRECTORS BI-WEEKLY REPORT**

Director Roy presented his bi-weekly report to the Board and addressed questions regarding several topics:

**Modified Water Main Flushing:**

Commissioner Sheldon asked Mr. Roy to provide an update regarding the modified flushing program. Mr. Roy stated that the purpose of the limited flushing program is to improve water quality by removing stagnant water from dead-ended water mains. Mr. Roy informed the Board that flushing was approximately 40 percent complete and anticipates that the flushing program will be completed within two weeks.

**16 North Road Disposition:**

Commissioner Sheldon commented that a Sudbury resident had posted an inquiry about the Raymond Road Land Parcel Acquisition on social media. Commissioner Sheldon asked Mr. Roy if he had been in communication with that resident. Mr. Roy stated that he had received and responded to an email from a resident of Warren Road questioning the intended use of the parcel.

**Cyber Security:**

Commissioner Sheldon made inquiry regarding status of the staff's cyber security training emphasizing that he had concerns of potential phishing and malware hacking attempts during the coronavirus outbreak. Mr. Roy stated in-person training would be difficult at this time due to ongoing social distancing measures to limit exposure to COVID-19. Mr. Roy stated that he would contact the District's cyber security consultant and make inquiry for remote or virtual training.

**3. REVIEW AT&T LEASE EXTENSION AGREEMENT**

Mr. Roy stated that he did not have a finalized lease agreement ready to be presented at this time. Mr. Roy further stated that he had received comments from Commissioner Fox and would present them to AT&T to incorporate the changes into the proposed lease agreement. Mr. Roy also stated that he intended to have a completed lease ready for review by the Board at the next Commissioners meeting.

**4. COVID-19 DISCUSSION RELATING TO ANNUAL MEETING AND ELECTION**

Counselor Williams informed the Board that he suspected that the stay at home advisory for non-essential workers issued by Governor Baker would be extended past the May 4<sup>th</sup> designated date because school had been cancelled for the rest of the year. Mr. Williams stated that the legislature passed a bill (S. No 2608) granting select boards, town council, and board of registrars or city council of the city or town the authority to postpone a municipal caucus or municipal election to a date certain on or before June 30, 2020. Mr. Williams informed the Board that Section 107 of chapter 41 of the General Laws allows that an incumbent elected official whose term would have expired at a municipal annual town election may serve in the official's position until a successor is elected and qualified. Commissioner Sheldon requested for Mr. Roy to relay this information to the District's incumbents up for reelection. Commissioner Fox asked we explore options for a larger venue to host the Annual District meeting and elections to accommodate social distancing measures. Mr. Roy responded that he would pursue other venues. Discussion relating to the annual meeting and elections was tabled until the next Commissioners meeting.

Commissioner Sheldon moved to conclude the open meeting and to move into executive session for the purpose of reviewing the Minutes from the Executive Session Meeting of April 7<sup>th</sup> and to consider the Purchase, Exchange, Lease or Value of Real Property (CSX-owned Rail Corridor) and to conduct strategy session in preparation for negotiations with non-union personnel (Executive Director Performance Evaluation), or anything relative there to. The Commissioners confirmed that having discussion in an open meeting may have a detrimental effect on the negotiating position of the public body pursuant to General Laws chapter 30A, §21(a) (exception 6) and (exception 2). The motion was seconded by Commissioner Fox and approved by unanimous roll call:

Joshua A. Fox, Commissioner  
Robert H. Sheldon, Commissioner

There being no further discussions the meeting adjourned at 5:50 PM