

BOARD OF WATER COMMISSIONERS
MINUTES FOR THE MEETING OF
April 5, 2022

Chairman Sheldon called the meeting to order at 5:02 p.m., and asked for each of the Board members to state their name for the record by roll call:

Board Members Present: Robert E. Boyd, Jr., Commissioner – Present, Joshua M. Fox, Commissioner - Present and Robert H. Sheldon Commissioner and Chairman - Present.

Others Present: Thomas Travers, Treasurer; Renee M. Adams, Customer Service Manager; and Vincent J. Roy, Executive Director. Christopher Claussen, Owner of Quarry North, LLC., William Henchy, Quarry North Legal Counsel.

1. REVIEW THE MINUTES FROM THE MARCH 22nd COMIMSSIONERS MEETING:

The Commissioners approved the Minutes for the Meeting of March 22, 2022, as amended. The motion for approval was made by Commissioner Fox, duly seconded by Chairman Sheldon, and approved by unanimous roll call:

Joshua M. Fox, Commissioner - Aye
Robert H. Sheldon, Commissioner and Chairman – Aye
Robert E. Boyd, Jr., Commissioner - Aye

2. REVIEW THE DIRECTOR’S APRIL 1ST BI-WEEKLY REPORT:

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

- ***Annual Statistical Report (ASR):*** Director Roy informed the Commissioners that the District submitted its Annual Statistical Report (ASR) to the MassDEP this week and noted that the Unaccounted-For-Water (UAW) had increased 5% from the previous year. Mr. Roy stated that the increase was most likely due to leaks in the system that have not yet been detected. Commissioners Sheldon asked Mr. Roy if the District had conducted a leak survey of the system, to which Mr. Roy responded that the District performs an annual leak survey. Mr. Roy also stated that he had recently posted a request for proposals (RFP) for a more stringent survey to be performed this May.
- ***Collective Bargaining Agreement with the Employee Union:*** The Commissioners signed the Memorandum of Agreement (MOS) with the union employees for the next three fiscal years.

There were no further questions regarding the Director’s report.

3. REQUEST BY QUARRY NORTH TO DISCUSS WATER CONNECTION FEE FOR COLD BROOK CROSSING

Christopher Claussen of Quarry North, LLC presented a request to the Commissioners for consideration that they reduce the connection fees for two apartment buildings under construction at the Cold Brook Crossing Development from a Residential Connection Fee basis to a Commercial Connection Fee, because the buildings have rental apartments owned by Quarry North, LLC, not for-sale condominiums units.

Mr. Roy summarized the difference in connection fees as follows:

A Residential Connection Fee is \$3,500 per living unit x 101 units = \$353,500.

A Commercial Connection Fee per meter based on a 4-inch meter is \$25,000 x 2 meters = \$50,000.

Commissioner Fox asked Mr. Claussen how many of the apartment units would be rented as low-income units, to which Mr. Claussen responded that 25% of the units are considered 40R / low-income units and the remaining units would be rented at current market value.

Mr. Claussen stated that Quarry North, LLC had provided the District with \$300,000 towards water system improvements in the Purchase and Sale Agreement for the District's property the development site. He also stated that Quarry North, LLC helped facilitate the District in acquiring the Raymond Road parcel as part of its agreement with the Town for the sale of the North Road property.

Mr. Henchy asked the Commissioners about the District's past practices with recently constructed apartment buildings, to which Mr. Roy stated that the Avalon project, which includes low-income housing, was charged the residential connection fee per unit for both rental and for-sale units. Commissioner Sheldon stated that the Commissioners granted the Coolidge Development a reduced connection fee because of their non-profit status. Mr. Henchey requested that Mr. Roy provide Quarry North, LLC with a copy of the minutes from the Board's decision on the Coolidge Development decision, and Mr. Roy agreed to do so. Commissioner Fox requested that Quarry North, LLC submit a formal written request to the District outlining their reasoning for a change in connection fees, and to present their request at the next Commissioner meeting, scheduled on April 26th to which Mr. Claussen agreed.

4. DISCUSSION ON AMERICAN TOWER LEASE EXTENSION FOR 16 NORTH ROAD

Director Roy presented the draft American Tower Cellular Extension for 16 North Road to the Commissioners. Mr. Roy stated that the current lease expires this coming August and that American Towers was requesting to extend the lease by an additional 40 years. Commissioner Fox stated that the length of the lease was too many years, and the Board should not agree to the proposed terms as written. The Commissioners requested that Mr. Roy present American Tower with a counter proposal for 15 years and reset the monthly lease to fair market value. Mr. Roy stated that he would contact the American Tower representative this week and would report back for the next Commissioners meeting.

Chairman Sheldon moved to adjourn the meeting and not go into executive session. The motion was duly seconded and approved unanimously by roll call:

Robert E. Boyd, Jr., Commissioner. - Aye

Joshua M. Fox, Commissioner - Aye

Robert H. Sheldon, Commissioner and Chairman - Aye

There being no further discussion the meeting adjourned at 6:20 p.m.