

BOARD OF WATER COMMISSIONERS
MINUTES FOR THE MEETING OF
SEPTEMBER 5, 2023

Chairperson Boyd called the meeting to order at 5:04 p.m., and announced that the virtual version of the meeting was being recorded, and asked for each Commissioner to state their name for the record by roll call:

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

Board Members Not Present: None.

Others Present: Vincent J. Roy, Executive Director; Thomas S. Travers, Treasurer; Karen A. Moretti, Assistant Treasurer; and Renee M. Adams, Customer Service Manager.

Virtually Present: None.

1. REVIEW THE MINUTES FROM THE BOARD OF WATER COMMISSIONERS AUGUST 8, 2023, MEETING:

The Commissioners approved the Minutes for the Meeting of August 8, 2023, as amended. The motion for approval was made by Commissioner Sheldon, duly seconded by Commissioner Fox, and approved by unanimous roll call:

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

2. REVIEW THE DIRECTOR'S AUGUST 18th AND SEPTEMBER 1st BI-WEEKLY REPORTS:

Executive Director Roy presented his bi-weekly reports to the Commissioners and addressed questions regarding the following topics:

Rave Alert Messaging:

Commissioner Fox informed Director Roy that since administering the changes to the Rave Alert System he was now receiving alert messages without issue.

MWRA MetroWest Expansion Study Report:

Commissioner Sheldon requested that Director Roy share the email that the Town Manager's sent to Senator Eldridge and Representative Gentile requesting guidance to secure project funding, to which Mr. Roy concurred.

14 Saxony Drive/ Service Leak Repair:

Commissioner Sheldon commented on the recent water service repair done at 14 Saxony Drive. Commissioner Sheldon asked Mr. Roy which contractor had done the homeowner side service repair and that they did not appear to use screened loam and had not yet reinstalled the walkway blocks. Mr. Roy stated that he would follow-up with the District's Foreman, Michael Abbondanzio.

Zone II Delineation Assessment Report:

Commissioner Fox commented on Environmental Partners cost proposal to conduct a peer review of the Zone II Delineation Assessment Report. Mr. Fox stated that the cost proposal appeared high in comparison with stormwater system peer reviews for site plans. Mr. Roy stated that the amount seemed high at first read and that he had requested and received a cost breakdown from Environmental Partners prior to forwarding the

proposal to Tetra-Tech Engineering for acceptance. Commissioner Sheldon stated that a peer review for this type of report is much more technical than a typical stormwater system peer review. Commissioner Fox stated that he had no further comments and that it would be at the developer's discretion to weigh out the cost.

Quarterly Billing:

Commissioner Fox asked if the District had issued first quarter water bills and questioned the usually wet spring and summer season impacted revenue. Customer Service Manager Renee Adams responded that the first quarter water bills were issued and mailed this week and that revenue was down by about \$540,000 or 47 million gallons in comparison with the past same quarter invoicing.

Financial Report:

Treasurer Travers informed the Commissioners that the return-on-investment earnings this past year were 7.3% and that as of July 31st the District maintained an S&P rating of AA+. Mr. Travers further stated that the District has \$2.4 million in Asset Allocations (Treasury Bonds, Money Market Mutual Funds, and Bank Deposits). Mr. Travers also stated that the District is eligible for a SRF reimbursement of 10% for engineering design costs on the Raymond Road WTP/PFAS project.

There were no further questions about the Director's Reports.

3. REVIEW AND VOTE TO APPROVE GRANT AWARD POLICY:

Director Roy informed the Commissioners that he had drafted a Grant Award Policy and that he was waiting for District Counsel Lawson Williams to complete his review. Commissioner Fox stated that the Board would review the draft policy after District counsel has reviewed it first. Commissioner Sheldon stated that the policy should reference MGL Ch.44, Section 53A.

No further discussion on this matter.

4. DISCUSSION ON PROPOSED AMENDMENT TO SRF FINANCE AGREEMENT:

Director Roy informed the Commissioners that he received and signed an amendment to the PFAS Project financing agreement on July 1, 2023. The amendment stated that an entity receiving a loan through the Clean Water Trust for a PFAS project would have to use any litigation awards to repay the Trust. Mr. Roy stated that he had scheduled a meeting with the Clean Water Trust shortly thereafter to withdraw the amendment after speaking with Massachusetts Water Works Association and learning of that organization's objections to the amendment. Mr. Roy said that the Clean Water Trust agreed to accept withdrawal of the signed amendment in light of the District's concerns but would be presenting a revised amendment at a later date. That probably means that SRF funding for the East Street PFAS facility would include that repayment language. Mr. Roy also stated that he had been in communication with Counsel Williams as well as other public water suppliers throughout this matter and would keep the Commissioners updated.

No further discussion on this matter.

5. REVIEW DRAFT EMPLOYEE POLICY (HANDBOOK):

Commissioner Fox requested that Director Roy provide the Board with the current Employee Policy which also illustrates the proposed changes. Commissioner Sheldon asked Mr. Roy to collaborate with Treasurer Travers to prioritize items within the policy that need revising and to present the proposed changes at the next Commissioner's meeting.

No further discussion on this matter.

Conclusion of Open Meeting:

Chairperson Boyd moved to adjourn the meeting. That motion was duly seconded, by Commissioner Sheldon and approved by unanimous roll call:

Robert H. Sheldon, Commissioner - Aye

Joshua M. Fox, Commissioner - Aye

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

There being no further discussion the meeting adjourned at 5:45 p.m.