

**BOARD OF WATER COMMISSIONERS**  
**MINUTES FOR THE MEETING OF**  
**FEBRUARY 6, 2024**

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Chairperson Boyd called the open meeting to order at 5:06 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; and Renee M. Adams, Customer Service Manager.

**Virtually Present:** None.

**1. REVIEW THE MINUTES FROM THE BOARD OF WATER COMMISSIONERS JANUARY 23, 2024, MEETING:**

The Commissioners approved the Minutes for the Meeting of January 23, 2024, as amended. The motion for approval was made by Commissioner Fox, duly seconded by Commissioner Sheldon, and approved by unanimous roll call:

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

**2. REVIEW THE DIRECTOR'S FEBRUARY 2<sup>nd</sup> BI-WEEKLY REPORT:**

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

**MWRA METROWEST EXPANSION STUDY**

Director Roy informed the Commissioners that he anticipated receiving a cost proposal from an engineering consultant (Kleinfelder) later this week for a feasibility study for connecting onto the MWRA (MEPA Permits, Inter-basin Transfer, etc.), and short-term strategy for developing an emergency inter-connection with the MWRA or surrounding communities (Wayland, Framingham, and Marlboro). Mr. Roy also stated that he and Commissioner Sheldon were holding a meeting between the District and the MWRA for the following Thursday, February 15<sup>th</sup>, to discuss the admissions process.

**LEAD SERVICE LINE PROJECT**

Commissioner Fox requested that Director Roy provide an update on the project. Director Roy stated that Environmental Partners (EP) completed their research of water service information that was provided by the District. EP forwarded a list of addresses with no water service information. Mr. Roy stated that most of the addresses listed were not connected to the District's water system and were on private wells. Mr. Roy also stated that about 20 addresses were in question as to whether they were connected to the District's water system. He stated that the addresses in question were not listed in the District's billing system but were in neighborhoods where surrounding homes were connected. Mr. Roy stated that verification of these homes being on private wells was currently being investigated by District staff. Commissioner Sheldon suggested that Mr. Roy contact the Board of Health to obtain an updated list of addresses on private wells, to which Mr. Roy concurred.

### **RAYMOND ROAD WTP/PFAS PROJECT**

Chairperson Boyd asked Director Roy what the anticipated startup date was for the PFAS filtration system, to which Mr. Roy stated that Barbato Construction has anticipated startup of the new system to be in early April.

There was no further discussion on the Director's Report.

### **3. REVIEW DRAFT EMPLOYEE POLICY HANDBOOK**

The Commissioners reviewed the latest draft employee policy handbook, providing edits and comments. The Commissioners asked Director Roy and Customer Service Manager Renee Adams to incorporate the edits into the draft policy for the Board's review at the March 5<sup>th</sup> Commissioners meeting.

There was no further discussion on this topic.

#### ***Conclusion of Open Meeting:***

Commissioner Fox moved to adjourn the meeting, duly seconded by Chairperson Boyd, and approved by unanimous roll call:

Robert H. Sheldon, Commissioner - Aye

Joshua M. Fox, Commissioner - Aye

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

There being no further discussion the meeting adjourned at 6:50 p.m.