

BOARD OF WATER COMMISSIONERS
MINUTES FOR THE MEETING OF
March 5, 2024

Chairperson Boyd called the open meeting to order at 5:00 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 in Person: Joshua M. Fox, Commissioner – Present; Robert H. Sheldon, Commissioner - Present; and Robert E. Boyd, Jr., Commissioner and Chairperson - Present.

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

Others Present Virtually: None

1. REVIEW THE MINUTES FROM THE BOARD OF WATER COMMISSIONERS FEBRUARY 20, 2024, MEETING:

The Commissioners approved the Minutes for the Meeting of February 20, 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 MARCH 1st BI-WEEKLY REPORT:

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

HOUSE FIRE AT 30 GOODMAN HILL ROAD

Commissioner Boyd asked Director Roy if the fire hydrant located at 30 Goodman Hill Road was privately owned. Mr. Roy stated that the hydrant is connected onto the District's public water supply but is located on private property and is therefore the responsibility of the property owner. Foreman Michael Abbondanzio also stated that only District and Fire Department personnel are authorized to operate fire hydrants which are located on private property. Commissioner Boyd stated that the hydrant at 30 Goodman Hill Road was not visible to the Fire Department during the house fire because of excessive vegetation growth around the hydrant and that the hydrant was completely rusted over. Mr. Roy stated that he recently spoke with the Fire Chief and was collaborating with Foreman Abbondanzio to address the visibility and maintenance of fire hydrants.

CULVERT REPLACEMENT PROJECT ON OLD SUDBURY ROAD

Treasurer Travers asked Director Roy if he was aware of the Town's culvert replacement projects on Old Sudbury Road scheduled for this coming summer. Mr. Roy stated that he was not informed by any Town officials of this upcoming project but would follow up with the Town's Director of Public Works, Dan Nason, to see if any water main work would be needed.

EAST STREET WTP/PFAS PROJECT

Commissioner Fox asked Director Roy if the recently filed sub-bid opening results were within the engineer's cost estimates. Mr. Roy responded that of the six sub-categories that were advertised for bid (HVAC, plumbing, electrical, painting, masonry, miscellaneous & ornamental metals), plumbing and HVAC were above

the engineer's estimates and that electrical was below the estimate. Mr. Roy also stated that the District does not award contracts to subcontractors, that the prospective general contractor will select from the subcontractor's bid tabulation. Mr. Roy informed the Commissioners that the bid for the general contractor is scheduled for March 12, 2024.

PFAS MULTI DISTRICT LITIGATION (MDL)

Commissioner Fox asked Director Roy if the recent expenses being incurred for the East Street WTP/PFAS project were being factored into the calculation for settlement to the District. Mr. Roy stated that he did not believe incurred expenses for engineering and construction were part of the calculation for settlement. He stated that it was his understanding that calculations were based on PFAS concentrations and design flow capacity at each source (well) for which he had provided data SL Environmental LLC. Mr. Roy also stated that he would confirm this with Attorney Ken Sansone from SL Environmental and then report back to the Commissioners.

POLICE & FIRE REGIONAL DISPATCH

Commissioner Boyd asked Director Roy if he had been contacted by the Police or Fire Departments to inform him of an upcoming change to Fire and Police dispatch. Commissioner Boyd stated that both Fire and Police dispatch is to become regionalized to Holbrook within the next month. Mr. Roy stated that he was not aware of dispatch regionalization but would follow up with both the police and fire chiefs this week to ensure a smooth transition for dispatch by contacting the District's on-call staff for after-hours response.

WATER BILLING/LATE FEES

Treasurer Travers asked Director Roy how the 2024 third quarter billing compared to the 2023 third-quarter billing. Customer Service Manager Renee Adams stated that the 2024 third-quarter billing cycle was above the 2023 third-quarter billing cycle by approximately \$40,000. Mr. Roy stated that the revenue increase was due to the rate increase which went into effect in February 2023. He also stated that water usage for this past third-quarter cycle was slightly less than last year's usage, which has been a trend for the entire year thus far. Mr. Roy also stated that this year's rate increase has factored in a worst-case scenario for water usage (low water usage and therefore lower revenues).

Mrs. Adams informed the Commissioners that she had spoken with Bear Mountain Healthcare's newly appointed Vice President, Lenny Denenberg regarding their chronic delinquent payment history. Mrs. Adams stated that Mr. Denenberg had assured her that this quarter's current balance would be paid in full by the due date and that moving forward it was his intention to pay charges billed within the 30-day term. Mrs. Adams also stated that she had asked Mr. Denenberg to arrange a conference call meeting with District Treasurer Tom Travers and Bear Mountains CFO Mike Kaplan to discuss the account.

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

3. REVIEW DRAFT 88th ANNUAL & SPECIAL MEETING WARRANTS

The Commissioners reviewed the revised draft warrant for the 88th Annual District meeting. The Commissioners made minor edits to the draft Warrant. Commissioner Sheldon moved to approve the 88th Annual District Meeting and Special Meeting warrants, duly seconded by Commissioner Fox, and approved by unanimous roll call:

Robert H. Sheldon, Commissioner - Aye

Joshua M. Fox, Commissioner - Aye

Robert E. Boyd, Commissioner and Chairperson - Aye

4. REVIEW DRAFT EMPLOYEE POLICY HANDBOOK

Director Roy requested to defer discussion on this topic to the next Commissioners meeting, scheduled March 25, 2024, and the Commissioners agreed.

Conclusion of Open Meeting:

Chairperson Boyd moved to adjourn the meeting. The motion was duly seconded by Chairperson 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

There being no further discussion, the meeting adjourned at 6:23 p.m.