

**BOARD OF WATER COMMISSIONERS**  
**MINUTES FOR THE MEETING OF**  
**APRIL 2, 2024**

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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.

**Board Members Present Virtually:** None.

**Others Present in Person:** Vincent J. Roy, Executive Director; Thomas S. Travers, Treasurer; Renee M. Adams, Customer Service Manager; Michael Abbondanzio, Foreman; and Sudbury residents Paul and Veronique Schejtman of 42 Stockfarm Road.

**Others Present Virtually:** None.

**1. REVIEW THE MINUTES FROM THE BOARD OF WATER COMMISSIONERS MARCH 25<sup>th</sup>, 2024, MEETING:**

The Commissioners approved the Minutes for the Meeting of March 25, 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. WATER ABATEMENT APPEAL REQUEST/ 42 STOCKFARM ROAD:**

Director Roy provided the Commissioners with a brief summary of the circumstances prompting the homeowners of 42 Stockfarm Road to request approval for a leak abatement. Mr. Roy stated that in accordance with policy criteria, a leak was established and proof of the repair was submitted. Mr. Roy stated that the homeowners had requested consideration to abate two-billing-quarters: August through November (Q1) and November through February (Q2). Mr. Roy emphasized that District policy limits abatements to once per account and for only one billing quarter. Mr. Roy informed the Commissioners that he had reviewed both abatement requests, and stated that he had approved an abatement for the Q2 billing quarter as policy requisites were met. Mr. Roy stated that he had denied the request for an abatement for the Q1 billing quarter because the water use did not exceed the minimum criteria of 100 percent above average use.

Mr. and Mrs. Schejtman stated that they were appealing the leak abatement decision to the Commissioners for reconsideration. Mr. Schejtman informed the Board that he was inexperienced in such matters and unaware that a running toilet could cause such a significant increase in water use. Mr. Schejtman stated that he had paid the Q1 charge assuming it was a one-time anomaly and usage would return to normal range the following billing period, and when it did not, he contacted his plumber immediately to investigate.

Mr. Schejtman stated that his plumber identified the source as a faulty fill valve and flapper assembly that was causing the toilet to continually run and that once the fill valve and flapper assembly were replaced the leak stopped.

Chairperson Boyd asked Mr. and Mrs. Schejtman what they considered to be a fair abatement for the charges incurred to which they responded anything would be better than the approved \$13.94 abatement. Commissioner Fox asked what was the age of the meter, to which Mrs. Adams stated that the meter was installed in 1998 and was due to be replaced. Mr. and Mrs. Schejtman asked Mrs. Adams to schedule an appointment to upgrade the meter to a newer model with data logging capabilities. Mrs. Adams scheduled the appointment for later in the week.

The Commissioners agreed to delay a decision on the abatement until further review at their next meeting.

### **3. REVIEW THE DIRECTOR'S MARCH 15<sup>th</sup> BI-WEEKLY REPORT:**

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

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

Commissioner Sheldon questioned Director Roy on the expected start-up date for the new PFAS Plant filtration system, to which Mr. Roy responded that start-up was tentatively scheduled for next Tuesday, April 9<sup>th</sup>, upon Barbato Construction completing the work to integrate the filtration system with the District's SCADA system. Mr. Roy also stated that he would be working with Weston & Sampson to give a presentation on this project at a future New England Waterworks Association (NEWWA) conference.

#### **EAST STREET WTP/PFAS PROJECT**

Director Roy informed the Commissioners that he would be mailing an Intent to Award letter to Barbato Construction as a result of the March 12<sup>th</sup> bid opening. Mr. Roy also stated that he received an oral agreement from Ed Barbato that he was willing to hold his bid price for an extended time, subject to funding approval at the District's upcoming Annual Meeting. Commissioner Sheldon asked Mr. Roy to contact Greg Devine of MassDEP to provide assurance that the District's additional request for funding will be approved at the same rate and terms for the original amount.

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

Director Roy provided the Commissioners with a draft sick abuse policy for their consideration to add to the employee policy and requested to defer any further discussion on the employee handbook to a future meeting. There was no further discussion on the draft employee handbook.

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

Commissioner Fox moved to conclude the open meeting and to move into executive session under Exception 2 of the Open Meeting Law, to discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member, or individual. The motion was duly seconded. The motion was approved unanimously by roll call:

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

There being no further discussion the meeting adjourned at 6:45 p.m.