

BOARD OF WATER COMMISSIONERS
MINUTES FOR THE MEETING OF
APRIL 16, 2024

Chairperson Boyd called the open meeting to order at 5:02 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: Robert H. Sheldon, Commissioner - Present; and Robert E. Boyd, Jr., Commissioner and Chairperson - Present.

Board Members Present Virtually: Joshua M. Fox, Commissioner - Present.

Others Present in Person: Vincent J. Roy, Executive Director; Thomas S. Travers, Treasurer; Renee M. Adams, Customer Service Manager; Michael Abbondanzio, Foreman; and Stephanie Carr, Sudbury resident and homeowner of 26 Summer Street.

Others Present Virtually: None.

1. REVIEW THE MINUTES FROM THE BOARD OF WATER COMMISSIONERS APRIL 2nd 2024, MEETING:

The Commissioners approved the Minutes for the Meeting of April 2, 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. RELEASE OF LIEN – 57 LONGFELLOW ROAD

Director Roy provided the Commissioners with a Lien Release document for 57 Longfellow Road for review and signature. Customer Service Manager Renee Adams stated that the original release had already been signed by the Board of Water Commissioners in 1987, however it appeared the homeowner neglected to record the release with the Middlesex Registry of Deeds. Commissioner Sheldon and Chairperson Boyd signed the release. There was no further discussion on this topic.

3. FY25 DRINKING WATER CHEMICALS / VOTE FOR AUTHORIZATION TO EXECUTE CONTRACTS

Director Roy provided the Commissioners with a spreadsheet of the FY25 drinking water chemical contracts for their review. Commissioner Sheldon asked Mr. Roy if he thought that less chemical treatment would be needed because of the new filtration system. Mr. Roy responded that he would not know until the new system was put into operation and would be consulting with the engineers.

Commissioner Sheldon moved that the Director be authorized to execute the drinking water chemical contracts as presented at this meeting. The motion was 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 THE DIRECTOR'S APRIL 12th BI-WEEKLY REPORT:

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

RAYMOND ROAD WTP/PFAS PROJECT

Director Roy informed the Commissioners that the functional testing of the Raymond Road WTP/PFAS plant, scheduled for April 10th, has been delayed due to instrument and controls issues. Mr. Roy stated that Barbato Construction was addressing the issues and planned to reschedule the testing some day next week.

Commissioner Sheldon asked Director Roy about timing to put the new system on line. Mr. Roy stated that, beyond functional testing, water analytical results and MassDEP final approval would be needed before the filtration system could become active. Mr. Roy stated that he anticipates all regulatory requirements and final approval by the end of May.

EAST STREET WTP/PFAS PROJECT

Commissioner Sheldon asked Mr. Roy if he had communicated with Greg Devine of MassDEP to get further confirmation that SRF would provide funding for the project with the higher cost based on the bid results. Mr. Roy responded that he had left Mr. Devine a voicemail and would follow-up with Mr. Devine this coming week.

PFAS MULTI DISTRICT LITIGATION

Director Roy informed the Commissioners that he received an update from Attorney Kenneth Sansone of SL Environmental on April 9th stating that disbursement on the settlement agreement may be delayed due to an appeal by the Metropolitan Water District of California and that he would keep the District informed as this matter proceeds.

SEMI-ANNUAL FINANCIAL REPORT

Treasurer Travers informed the Commissioners that he and Assistant Treasure Karen Moretti had met with Kate Glowacki of Bartholemew & Company to discuss the District's Semi-Annual Financial Review Report. Mr. Travers stated that District's investment earnings were strong and that the District's OPEB obligation is 87% funded, which is far ahead of most communities and districts.

5. WATER ABATEMENT APPEAL REQUEST/ 26 SUMMER STREET:

Stephanie Carr, the homeowner at 26 Summer Street and requester of the abatement, attended this portion of the meeting. Director Roy provided a brief summary of the recently approved leak abatement application for the property. Ms. Carr stated that she was awarded an abatement for Q2 of this fiscal year but was unable to repair an internal plumbing leak, which resulted in high usage for two consecutive billing cycles. Ms. Carr stated that she was appealing the abatement decision to the Commissioners for reconsideration to include the Q3 billing period, because the leak spanned two billing cycles. She also explained that she is having financial difficulties, and that led to her being unable to repair the leak any sooner. Director Roy recommended to the Commissioners that they grant the request due to special financial-hardship circumstances and that this would be a one-time abatement for the homeowner. Ms. Carr confirmed that she understood this would be a one-time abatement. Commissioner Sheldon moved to grant the water abatement request to include the Q3 billing period as discussed. The motion was 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

6. WATER ABATEMENT APPEAL REQUEST/ 42 STOCKFARM ROAD:

Director Roy provided an abatement breakdown for 42 Stockfarm Road to the Commissioners for their review. This was a continuation of the request from April 2, when the applicants presented their case to the Commissioners in person. Mr. Roy stated that he researched the usage of water for several past years and found that the high usage during the requested abatement period was not as much of an anomaly as had been suggested on April 2. Using the water usage from more years did not result in an abatement calculation any more favorable to the applicants. Mr. Roy did note that the applicants took the time to appear at the April 2nd meeting and at that time it was discovered that the water meter was nearing the end of its useful battery life. He therefore recommended a \$100 abatement be granted in this case. The Commissioners agreed with Mr. Roy's recommendation. Commissioner Sheldon moved to grant an additional \$100 water abatement to the homeowners at 42 Stockfarm Road to the Q2 billing cycle. The motion was 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

7. REVIEW DRAFT EMPLOYEE POLICY HANDBOOK

Director Roy requested that the Commissioners defer discussion on this topic until further notice, to which the Commissioners agreed. 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 review and vote to approve minutes from the March 24th and April 2nd Executive Sessions. The motion was duly seconded. The motion was subsequently 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 6:10 p.m.