

BOARD OF WATER COMMISSIONERS
MINUTES FOR THE MEETING OF
JULY 8, 2025

A quorum being present, Chairperson Fox called the meeting to order at 5:07 PM. He announced that the virtual version of the meeting was being recorded and requested those in attendance to state their name and title for the record by roll call:

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

Others Present in Person: Vincent J. Roy, Executive Director - Present; Thomas S. Travers, Treasurer - Present; Karen Moretti, Assistant Treasurer – Present; Renee Adams, Executive Administrator; and Mike Abbondanzio, Foreman – Present.

Others Present Virtually: None

The District implemented new virtual attendee security measures for this meeting. Therefore, there may have been some challenges for remote participation.

1. Review and Vote to Approve the Minutes from the Board of Water Commissioners Meeting held on June 24, 2025.

The Commissioners reviewed and approved the minutes for the June 10, 2025, meeting, as amended. Commissioner Fox made the motion for approval, which was duly seconded by Commissioner Sheldon, and approved by unanimous roll call, with Commissioner Boyd abstaining because he had not attended that meeting:

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

2. Review of the Director's June 20, 2025, Bi-Weekly Report.

Director Roy presented his bi-weekly report, covering the following topics:

- Well 5 Project:
Commissioner Sheldon asked Director Roy if the general contractor, Weston & Sampson, CMR, was going to be onsite next week to begin the well project. Mr. Roy acknowledged that the contractor is scheduled to be on site next week.
- PFAS Report
Commissioner Sheldon informed Board members that he had recently read an article in a waterworks journal discussing the effects of PFAS exposure on mice. He noted that the study highlighted issues with mental development in the exposed mice, particularly among males, and it had been considered noteworthy because it was reported to be the first such observation made in mammals.
In response, Director Roy assured the Board that once the district's facilities have been fully upgraded for PFAS treatment, the plan is for PFAS compounds would be rendered non-detectable in the water system.
- Water Main Repair at the intersection of Landham Road and Woodside Road:
Chairman Fox inquired about the main break repair on Landham Road and asked Director Roy if this was one of the larger leaks recorded in the history of the District. Mr. Roy stated that the main break was at the intersection of Landham Road at Woodside Road. The leak was a circumferential flex break on a 10-inch AC pipe. The water from the leak never appeared above grade but was later noticed in a

nearby stream. Mr. Fox asked how we detected the leak. Mr. Roy responded that the District initially detected a leak sound from one of the hydrant leak detectors about two months ago but was unable to pinpoint its whereabouts. He further stated that JMR Services pinpointed the location during the leak survey conducted about 4-weeks ago.

- *Summer Help Employees:*

Chairman Fox asked Director Roy about the performance of the new summer help employees. Mr. Roy replied that both women have been outstanding so far. He went on to explain that their primary responsibilities include painting fire hydrants throughout the Town and cutting grass at District facilities. Additionally, on rainy days, they assist with tasks such as disassembling old water meters at the office.

- *Granular Activated Carbon (GAC) Replacement:*

Commissioner Boyd requested that Director Roy explain the process to replace the GAC media. Mr. Roy responded that Calgon Carbon removed the spent media from vessels A1 and B1 by hydraulic education using air combined with water from a nearby fire hydrant. Once completely removed, the vessels were inspected, and new media was loaded into the vessels in a similar fashion, except in reverse. The new media was mixed with water, turning it into a slurry mixture so that it was easier to move through the piping. The entire operation took two days to complete and a third day to backwash the vessels to remove fine particles, achieving clarity after approximately eight hours. District staff continued flushing the media to waste until a target pH level of 8.2 was reached on Thursday, June 25.

On Friday, June 26, samples were collected from both vessels for analysis of total coliform bacteria (TC), arsenic, and antimony. The samples were submitted to Pace Analytical for laboratory testing.

On July 1, 2025, Mr. Roy informed MassDEP that the District planned to return vessels A1 and B1 to service that same day.

Treasurer Travers asked Director Roy if the old GAC media is scheduled to be regenerated, to which Mr. Roy responded yes.

- *Silver Drop Award for Sudbury Water District*

Director Roy informed the Commissioners that the District received the Silver Drop Award for being a 25-year member of the American Water Works Association (AWWA). The award is being presented at the New England Chapter Annual Conference at the Encore in Boston on October 29-30. Mr. Roy stated that he planned to attend the event.

There were no further questions regarding the Director's Bi-Weekly Report.

3. Review Kleinfelder Draft Report/Emergency & Long-Term Water Supply.

Director Roy presented the draft Kleinfelder report to the Commissioners for their review and discussion. The conversation primarily centered on evaluating the District's short-term versus long-term water needs, along with the associated costs for each proposed alternative. Chairman Fox asked Director Roy for his recommendation moving forward. Mr. Roy responded that establishing a permanent connection for supplemental water supply with the MWRA in Framingham would offer the desired redundancy to the District's water system.

Commissioner Sheldon expressed concern that the cost estimates appeared low and inquired about the source of the information from Framingham. Following an extensive discussion, Chairman Fox requested that Director Roy relay the Commissioners' concerns and questions to Kleinfelder and ensure the draft report is updated and ready for review at the next meeting.

4. Vote for Year-end Emergency Fund Transfer

Chairman Fox requested that Assistant Treasurer Karen Moretti provide an explanation for the emergency fund transfer. Ms. Moretti stated that the transfer is needed to balance off overdrawn (General, Chemicals, and Water Testing) accounts for FY 25. Commissioner Sheldon moved to approve the emergency fund transfer to balance the FY25 account That was seconded by Commissioner Boyd and approved by unanimous roll call:

Joshua M. Fox, Commissioner and Chairperson - Aye

Robert H. Sheldon, Commissioner – Aye

Robert E. Boyd, Commissioner – Aye

Treasurer Travers informed the Board that possibly another transfer may be needed because all the bills for FY 2025 have not been received. There is adequate money left in the Emergency Reserve account to handle another transfer.

5. Review Abatement Policy.

Commissioner Sheldon provided Board members with a worksheet table illustrating the differences in abatements when using a 100% water usage threshold versus 200%. He noted that while the abatement amounts are slightly lower under the 100% threshold, a greater number of applicants would qualify for relief using the lower standard.

Director Roy presented an example of an abatement application, highlighting that the applicant's usage at the 100% threshold was below two of the three years used to calculate the average. He pointed out that in this case, the abatement amounts calculated under both thresholds exceeded 50% of the invoiced amount. However, the existing 50% cap ultimately limited the abatement amount to half of the invoice. Based on this analysis, Mr. Roy recommended revising the policy to use 150% of the 3-year average as the eligibility threshold.

Commissioner Sheldon also recommended that the policy includes a meter testing option for customers who dispute their bill. He clarified that customers would be responsible for all associated costs, including shipping, if the meter is found to be accurate. In addition, he proposed including language in the policy to state clearly that abatements are a one-time occurrence and that no additional abatements will be granted. Chairman Fox requested that Director Roy revise the current policy with the proposed changes and present the marked-up version for review at the next Board meeting. Mr. Roy agreed to this request.

Conclusion of Open Meeting

Chairman Fox moved to conclude the open public meeting session and move into executive meeting session, not to return to the open public meeting session, under executive session "Exemption 1. To approve Executive Session Minutes for June 10, 2025, and the chair so declares." Chairperson Fox subsequently so declared. The motion was duly seconded by Chairperson Sheldon and was approved by a unanimous roll call:

Joshua M. Fox, Commissioner and Chairperson - Aye

Robert H. Sheldon, Commissioner– Aye

Robert E. Boyd, Commissioner - Aye

There being no further discussion, the meeting adjourned at 6:48 p.m.