

BOARD OF WATER COMMISSIONERS
MINUTES FOR THE MEETING OF
SEPTEMBER 15, 2026

A quorum being present, Chairperson Boyd 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: Robert H. Sheldon, Commissioner – Present; Joshua M. Fox, Commissioner– Present, and Robert E. Boyd, Jr. Chairperson and Commissioner - Present.

Others present in person: Thomas S. Travers, Treasurer; Vincent Roy, Executive Director; Karen Moretti, Assistant Treasurer; Renee Adams, Executive Administrator; and Michael Abbondanzio, Assistant Director/Foreman.

Others present remotely: Lawson Williams, District Counsel; and Jonathan and Jill Baker of 232 Goodman Hill Road.

1. Review and Vote to Approve the Minutes from the Board of Water Commissioners Meeting held on September 1, 2026.

The Commissioners reviewed the minutes for the September 1, 2026, meeting. Commissioner Fox moved to approve the minutes as amended. The motion was seconded by Commissioner Sheldon and approved by unanimous roll call vote:

Robert H. Sheldon, Commissioner– Aye

Joshua M. Fox –Commissioner – Aye

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

2. Review of the Director’s September 11, 2026, Bi-Weekly Report.

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

- *Solar Panel Project:*

Commissioner Sheldon requested that Director Roy provide a brief update on the Solar Panel Project. Mr. Roy reported that after a long delay in executing the grant agreement with the Commonwealth, the District was able to move forward and quickly executed an agreement with Weston & Sampson to begin the design work. He explained that Weston & Sampson asked whether the District would consider alternative locations for installing ground-mounted solar panels within the open area near the water treatment plant, rather than placing them on the roof of the vehicle equipment building. Mr. Roy noted that he is not yet aware of the reasoning behind the suggested alternative locations, but that he has a meeting with Weston & Sampson on Wednesday, September 16, to discuss the project in more detail and will report the meeting summary in the next bi-weekly report.

- *Wells 4&6 PFAS Mitigation Project:*

Director Roy reported that Weston & Sampson submitted the deficiency response letter on September 2nd to address the Technical Deficiency Letter dated August 17, 2026 (Small-Scale Pilot). He further noted that on September 4th, Weston & Sampson submitted the deficiency response letter responding to the Technical Deficiency Letter dated August 17, 2026 (Full-Scale Pilot). Commissioner Sheldon expressed concern regarding the ability to have the complete package prepared for the October 16th submission deadline. Mr. Roy stated that he remains in close communication with Weston & Sampson to ensure the package is ready on time.

- Cyber Security:

Director Roy informed the Commissioners that he had contacted Dan Rosen to discuss cyber-security. Mr. Rosen stated that he was currently on vacation and would stop into the office next week to discuss the subject in greater depth.

No other items were discussed in the Bi-weekly Report

3. Open Discussion on Proposed Water Tank Replacement on Goodman Hill.

Goodman Hill Water Tank Replacement

The discussion focused on potential water system improvements, specifically the replacement of the Goodman Hill water tank constructed in 1934. Commissioner Sheldon explained that the existing tank is nearing the end of its useful life and that the District's 2020 Water System Master Plan identified tank replacement as a priority item, second only to the SCADA system, which has now been implemented. The tank has exceeded its anticipated life expectancy and needs replacement. Along with replacement, the District is exploring the opportunity to use it for storage dedicated to a new high-pressure zone for customers located at the higher elevations and currently experiencing lower than ideal water pressures. The proposed improvements are intended to enhance water pressure, improve fire protection, and reduce reliability issues in the higher-elevation service areas; however, further engineering and regulatory review will be required before the project can move forward.

Commissioner Sheldon also described the history and ongoing challenges related to pressure issues in the higher-elevation parts of the system, dating back to the 1980s. He reviewed how booster pumps were initially provided by the District at no charge to homeowners in those areas on the condition that the pumps would be the homeowners' responsibility to maintain and homeowners would be responsible for the cost of replacing the pumps when the time came. He outlined the operational benefits of a dedicated higher-pressure system, including reduced vulnerability to those at higher elevations during water main breaks and improved water quality for the District's system as a whole. He also noted the technical needs such as dedicated pumps at lower elevation to pump to the higher zone and emergency power systems at those pumps.

Director Roy addressed additional challenges associated with the project, including the need to secure an easement for access to the Goodman Hill parcel, which the District acquired in 1995 for the purpose of constructing a replacement water tank. He also informed the Commissioners that the estimated cost of the project is between \$10 million and \$15 million and would likely be completed in two phases.

4. Vote to Extend American Towers Lease Agreement for Raymond Road Cell Tower.

Director Roy presented the final version of the proposed lease agreement extension for the Commissioners to review and vote on. Commissioner Fox stated that he did not have time to review the final version and recommended postponing a vote to approve the amendment until he has reviewed it in detail and has provided his recommendation to the other Commissioners. Commissioner Sheldon and Chairperson Boyd agreed with Commissioner Fox and joined in recommending delay of approval until Commissioner Fox's review and recommendations are completed.

5. Review Draft Employee Policy (Handbook).

Commissioner Sheldon informed the Board that he has reviewed the entire draft and, moving forward, will be working with Director Roy to finalize it before presenting his recommendations to the Board for a review by the Board as a whole.

Conclusion of Open Meeting

Director Roy informed the Commissioners that he had not yet completed the executive session minutes from the September 1, 2026, meeting and that there was no need to enter Executive Session. Chairperson Boyd moved to conclude the open public meeting and not proceed into Executive Session. The motion was duly seconded by Commissioner Sheldon and approved by unanimous roll call:

Robert H. Sheldon, Commissioner– Aye

Joshua M. Fox, Commissioner - Aye

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

There being no further discussion, the meeting adjourned at 6:10 p.m.