BOARD OF WATER COMMISSIONERS
MINUTES FOR THE MEETING OF
OCTOBER 27, 2026

A quorum being present, Chairperson Boyd called the meeting to order at 5:03 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:

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: None

1. **Review and Vote to Approve the Minutes from the Board of Water Commissioners Meeting held on September 29, 2026.**

   The Commissioners reviewed the minutes for the October 13, 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 October 23, 2026, Bi-Weekly Report.**
   Director Roy presented his bi-weekly report, covering the following topics:

   - *Macone Property:*
     Commissioner Fox requested that Director Roy explain the current status of the Macone property located at 1030 Concord Road. Mr. Roy read aloud a recent email he received from Nina Pickering-Cook, (*an attorney from Anderson-Kreiger representing the District on this matter*), concerning a foreclosure notice issued by Deutsche Bank:

     "I hope this finds you well! It looks like Deutsche Bank is again looking to foreclose and is very confused about the history of the mortgages on these properties. I have sent them the most recent communication we had with Deutsche Bank's counsel from about a year ago, when they were unable to obtain clear title to Parcel C, so that we would release Parcel A. I will let you know if anything develops from this. Please let me know if you or the Commission have any questions."

     The attendees discussed the agreement that had been established to exchange parcels between Mr. Macone and the District and the current and previous statuses of Mr. Macone's mortgages for the property. Mr. Roy agreed to continue discussions with Ms. Pickering-Cook on the matter, including mortgage statuses..

   - *East Street PFAS Mitigation Project:*
     Sheldon asked Director Roy to provide a brief update on the East Street Water Treatment Plant (WTP) PFAS Treatment Project.

     Mr. Roy reported that Barbato is nearing completion of the remaining punch list items and is currently awaiting RE Erickson's installation of a new electrical box at the Greensand Filter Building. He stated that the new electrical box is expected to be installed by November 5th.

Mr. Roy further reported that Fall River Electrical will be installing the 4-20 mA control wiring between buildings. In addition, RE Erickson must return to complete the final phase of the control system programming, which is scheduled for the second week of November. Mr. Roy stated that the Massachusetts Department of Environmental Protection (MassDEP) has been notified that the project is expected to be substantially complete prior to Thanksgiving in preparation for the MassDEP's final walkthrough inspection of the facility.

Mr. Roy also noted that the PFAS treatment facility cannot be placed into operation until the District receives final written approval from MassDEP.

- *Wells 4&6 Project:*
  Chairman Boyd requested that Director Roy provide a brief summary of his meeting with the Sudbury Conservation Commission held on October 19.

  Mr. Roy reported that the meeting resulted from the District's submission of a Notice of Intent for the upcoming Wells 4 & 6 Project and the proposed work within wetland resource areas along Raymond Road.

  Mr. Roy stated that the discussion primarily focused on construction activities within the public right-of-way, with particular attention given to work proposed within the 200-foot buffer zone. He noted that the Conservation Commission identified several issues relative to the project plans, including the presence of a second 18-inch stream culvert on Raymond Road near the ball field and the relocation of silt fencing in certain construction areas. The District and Weston & Sampson were not aware of that second culvert. Mr. Roy further noted that, while some areas had been properly flagged, the Commission expressed concerns regarding proposed dewatering operations and laydown areas that will need to be addressed. He stated that most of the Conservation Commission's concerns have already been resolved and that a follow-up meeting with the Commission is scheduled for November 2.

  Mr. Roy expressed confidence that the remaining issues can be satisfactorily addressed and stated that he anticipates the District will receive an Order of Conditions from the Conservation Commission, allowing the project to move forward.

- *Raymond Road WTP/Air Stripper Tower:*
  Treasurer Travers requested that Director Roy explain the issue with the Air Stripping Tower at the Raymond Road Water Treatment Plant (WTP).

  Mr. Roy reported that on October 22, he was notified by Ted McAuliffe that water was overflowing from the Air Stripping Tower at the Raymond Road WTP. As a result, the plant was temporarily taken offline to allow staff to investigate and diagnose the problem.

  Upon inspection, it was determined that the filter media within the tower had become fouled with iron deposits, partially restricting the flow of water through the system and causing the overflow condition. Mr. Roy explained that the accumulation of iron on the media reduced the tower's treatment capacity and necessitated corrective action.

  Mr. Roy stated that flow through the Air Stripping Tower has been reduced as an interim measure until the District can procure specialized services to clean the filter media and restore normal operating conditions. He noted that the treatment plant has since been returned to service and continues to operate under the reduced-flow configuration.

- *Willis Hill 2-Million-Gallon Water Tank:*
  Commissioner Sheldon asked Director Roy to provide an explanation of the positive total coliform results at the Willis Hill 2-million-gallon water storage tank.

During routine monthly sampling in September, the District received a positive total coliform result that was negative for E. coli at the sample tap. As required by MassDEP, the District conducted repeat sampling at the Willis Hill tank, as well as at the nearest upstream and downstream locations. Director Roy noted that the chlorine residual at the tank was approximately 0.5 mg/L and that proper sampling procedures had been followed.

The repeat sample results were positive for total coliform at the water tank but negative at the upstream and downstream locations. Following receipt of the second positive result, Director Roy notified MassDEP and outlined the District's plan to investigate and correct the issue.
The sample tap unit was taken offline and disinfected with chlorine for 24 hours. The following day, the unit was flushed with system water and sampled for a third time. The third sample result was negative for total coliform bacteria.

As a result of two consecutive positive total coliform samples from the same location, the District completed and submitted a Level 1 Assessment (RTCR-1) evaluating sampling procedures and potential causes of contamination, as required by MassDEP. This closed the matter and did not require any public notification. Although there were positive testing results at the sample location, there were no positive results indicating problems within the distribution system itself.

- *Finance Director Job Posting:*
  Commissioner Fox asked Director Roy to provide an update on the Finance Director job posting. Mr. Roy reported that, since the position was posted on both the District's website and the Massachusetts Municipal Association (MMA) website, the District has received four applications to date, two of which are from candidates with municipal finance experience.

  Mr. Roy further stated that the application period will close on November 5 and that interviews will be scheduled after the deadline. He also noted that Treasurer Travers will participate in the first round of interviews and that the Commissioners will interview the final two candidates before making a final selection.

No other items were discussed in the Bi-weekly Report

3. **Review Draft Employee Policy (Handbook).**
   Director Roy provided the Commissioners with the most recent version of the draft policy, which included comments and suggested revisions from Treasurer Travers. The Commissioners tabled further discussion and agreed to review the updated version, including Mr. Travers' comments, prior to their next meeting, scheduled for November 10.

Conclusion of Open Meeting

Chairperson Boyd asked attendees if there were any questions or comments on the proceedings so far, because he was preparing to make a motion to close to open public meeting. There were no comments or questions.

Chairperson Boyd 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 7****:* To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements." Executive Session pursuant to G.L. c. 30A, § 21(a)(7) (Purpose 7), to comply with, or act under the authority of, applicable general law, including G.L. c. 4, § 7, Twenty-sixth(c), and G.L. c. 214, § 1B (right to privacy), for the purpose of reviewing and deliberating upon a pending financial-hardship abatement application submitted by a District customer. The Board will discuss confidential financial and medical information and related account documentation for the purpose of determining the applicant's eligibility and qualification for relief under the District's applicable policies and procedures; ***Exemption 6:*** "To consider the purchase, exchange, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating positions of the District" Proposed Brewster Road Subdivision, and to review and vote to approve executive session minutes

from September 29, 2026. The motion was duly seconded by Commissioner Sheldon and approved by unanimous roll call:

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

There being no further discussion, the meeting adjourned at 5:45 p.m.