

Commissioners Meeting
Water Supply District of Acton
693 Massachusetts Avenue
Acton, MA 01720

July 14, 2008

Agenda: Comments from Citizens
 Approve Minutes of June 16, 2008
 Approve Minutes Executive Session June 16, 2008

OLD BUSINESS

Discussion of The District's participation in The Charlotte Sagoff Memorial Garden
Letter of Response from Brown Brothers Harriman
Letter of Response from The Residences at Quail Ridge, LLC
Update on Indian Village Water Main Project
Update on Kennedy-Marshall Water Treatment Plant Construction

NEW BUSINESS

Update from Finance Committee Meeting
Eminent Domain Taking of Parcel at Kennedy-Marshall Site in North Acton
Discussion of EPA Watersense and Potential Rebate Program
Manager's Contract
August Meeting Schedule

Minutes of July 14, 2008 Commissioners Meeting

Regular bi-monthly meeting. Present were Commissioners Parenti, Phillips, and Stuntz. Also in attendance were District Manager Chris Allen, Treasurer/Collector Mary J. Bates, District Counsel Mary Bassett, and Environmental Manager Jane Ceraso. The Finance Committee was represented by Charles Bradley and David Butler. George Johnston attended from ACES and Carol Holley who is a member of the Charlotte Sagoff Memorial Garden Committee.

The meeting was called to order at 7:30 P.M.

Comments from Citizens

There were no comments from citizens at tonight's meeting.

Approve Minutes of June 16, 2008

Mr. Stuntz moved to accept the minutes of the meeting held on June 16, 2008 and Mr. Parenti seconded the motion. The Commissioners were in favor of approving the minutes.

Approve Minutes Executive Session of June 16, 2008

Mr. Stuntz moved to accept the Executive Minutes of June 16, 2008 and Mr. Parenti seconded the motion. The Commissioners were in favor of approving the minutes.

OLD BUSINESS

Discussion of The District's Participation in The Charlotte Sagoff Memorial Garden

Mr. Allen supplied the Commissioners with a copy of an email the Acton Water District received from Mary Michelman regarding a request for a donation for the Charlotte Sagoff Memorial Garden. The email included a breakdown of what will be included in the garden. Carol Holley informed the Commissioners that the current cost of the bench is \$1,220.00 and that they can invoice the Water District separately. She also said that B.U. Professor, Dick Clapp, offered to donate his time to give a speech and perhaps this could be done on Earth Day.

Mr. Parenti stated his basis for his reservation in this donation. Ms. Bassett stated that this is what we do as a district – education and the safety of the water and felt that this would be allowable. She said that she can't advise the Commissioners and that the Commissioners have the authority to make the decision.

Mr. Phillips felt that somewhere on the bench should have a statement stating that the bench was funded or a gift by the AWD. Ms. Holley informed the Commissioners that the Committee lists donations on their web site (which is linked to the Acton Memorial Library Web Site) as well as on the program that will be handed out. She also stated that W.R. Grace has committed to donating \$1,000.

Mr. Stuntz moved to purchase, to the upper limit of \$1,500, the entire bench with the exact wording included on the bench to be discussed at a later date between the Commissioners and Mary Michelman. Mr. Phillips seconded the motion. Mr. Phillips called for a vote and all the Commissioners were in favor.

Letter of Response from Brown Brothers Harriman

Ms. Bassett discussed with the Commissioners a memo she received from Brown Brothers Harriman regarding the Grace Investment Account #8127276. This agenda item was also discussed at the Finance Committee Meeting held prior to tonight's Commissioners Meeting. Brown Brothers Harriman wired \$3,409.43 to the AWD on June 20, 2008 for reimbursement of unearned fees for the period of Q1 2008.

Ms. Bates has been asked to run some numbers and see if the AWD is entitled to any additional funds from Brown Brothers Harriman. She will inform the Commissioners of her findings.

Letter of Response from The Residences at Quail Ridge, LLC

Mr. Allen and Ms. Ceraso received a memo from the Project Manager, Dennis Ring, of The Residences at Quail Ridge in response to the questions they received from the AWD on the Water Impact Report. Mr. Allen updated the Commissioners on the response and stated that the concern was with the golf course. Mr. Ring stated in the memo that the golf course is serviced by their on-site irrigation wells.

Update on Indian Village Water Main Project

Mr. Allen updated the Commissioners on the Indian Village water main project and said that Seneca Road is 90% complete, Seminole Road will be tied in tomorrow, July 15th, and Mohegan Road was completed today. Mr. Parenti asked if this project will be completed before the winter and Mr. Allen responded yes, that this is the plan. He stated that the project is moving rapidly.

Update on Kennedy-Marshall Water Treatment Plant Construction

Based on the discussion from the last Commissioners Meeting regarding the steel bar overage, Mr. Allen contacted Waterline Industries to discuss the possibility of recouping the overage into the project. Mr. Allen said that he will have an update for the Commissioners after the next progress meeting.

Mr. Allen stated that the drilling from the Kennedy to Marshall wells (90ft) has been completed using a 4 inch water main. He also said that the process was going very smoothly and the final completion of the project is scheduled for July 2009. It was noted that the Marshall Well will be unavailable from October 2008 until the treatment plant is available.

NEW BUSINESS

Update from Finance Committee Meeting

Updates from the Finance Committee Meeting were discussed during particular agenda items during tonight's Commissioners Meeting.

Ms. Bassett discussed how she has had months of discussion with the Department of Revenue regarding the MTBE Settlement and she feels the Acton Water District is asking the correct questions on where to put this settlement.

Eminent Domain Taking of Parcel at Kennedy-Marshall Site in North Acton

Included in tonight's Commissioners Meeting packet was a memo (including attachments) that Ms. Bassett sent to Jon Avery regarding the need for an appraisal of the 0.20 acre parcel of property located at 962 Main Street, Acton. This property is needed by the Acton Water District for frontage purposes. The eminent domain taking of this parcel will require a Special Meeting for the voters to approve. It was decided that the Special Meeting will be held at 7:30 on August 25, 2008 at the AWD with a regular scheduled Commissioners Meeting to follow. The eminent domain taking must be completed by the end of September 2008.

Discussion of EPA Watersense and Potential Rebate Program

Ms. Ceraso and Joanne Bissetta (temporary employee of the AWD) have put in place a conservation program, which has an incentive to residents by offering a rebate if they purchase a new WaterSense labeled toilet and water efficient clothes washer.

Ms. Ceraso discussed how the Concord Water Department has been using this program for the past four years (with 275 toilets being upgraded at a cost of \$109.00 per toilet). The savings to the customer is approximately \$50.00 per year on their water bill. She also said that Concord has just started a program for upgrading washing machines.

Ms. Ceraso said that she would like to launch this program which is now proposed for the fall and the Commissioners were all in agreement.

Manager's Contract

The Commissioners all agreed to a 3 year (2 years and 11 months) contract for the District Manager, Chris Allen. The Commissioners and Mr. Allen signed two copies of the contract.

August Meeting Schedule

The Commissioners Meeting for August will be held on August 25, 2008 which replaces the meeting that was scheduled for August 11, 2008.

Mr. Stuntz moved to adjourn the meeting and Mr. Parenti seconded the motion. The meeting adjourned at 8:43 pm.