

# Water Supply District of Acton

693 MASSACHUSETTS AVENUE  
P.O. BOX 953  
ACTON, MASSACHUSETTS 01720

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Commissioners Meeting  
Water Supply District of Acton  
Meeting Minutes  
July 15, 2013

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- Agenda:**
- A. Comments from Citizens
  - B. Approve Minutes of June 17<sup>th</sup> meeting
  - C. NEW BUSINESS:
    - Resident of 9 Broadview Road for 2<sup>nd</sup> Quarter Water Bill Abatement Request.
    - Discussion of Land Encroachments on District Properties at 960 Main Street and at 332 Great Road.
  - D. OLD BUSINESS:
    - Execute Bond Issuance for Roll Over of Short Term Borrowing for South Acton Water Treatment Plant Engineering.
    - Update on Hayward Road and Stow Street Water Main Improvements.
  - E. EXECUTIVE SESSION: No Executive Session this evening.

The regular bi-monthly meeting was called to order at 7:30 p.m. on Monday, July 15, 2013 at the Acton Water District Office by Mr. Stephen Stuntz.

**Present at Tonight's Meeting:**

Commissioners: Ronald Parenti, Leonard Phillips, and Stephen Stuntz (Chairman).

District Manager: Chris Allen

Treasurer/Collector: Mary Jo Bates

District Counselor: Mary Bassett

Commissioners Secretary: Lynn Protasowicki

Finance Committee Member(s): David Butler

**A. Comments from Citizens**

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

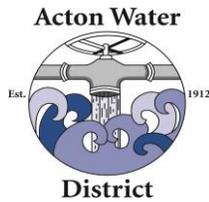
**B. Approval of Minutes from June 17<sup>th</sup> Meetings**

Mr. Stuntz moved to accept minutes of the meeting held on June 17, 2013 and Mr. Phillips seconded the motion and it was unanimously approved.

**C. NEW BUSINESS**

*Resident of 9 Broadview Road for 2<sup>nd</sup> Quarter Water Bill Abatement Request.*

Mr. Allen stated to the Commissioners that the resident of 9 Broadview Road, Acton had requested an abatement for his second quarter water bill. The resident informed Mr. Allen that while in Florida a toilet in his household was left running for an extended period of time. The water bill for the second quarter is \$1,948.59. The resident entered into a payment plan for \$200/month and made his first payment. Mr. Allen invited the customer to attend tonight's meeting to state his case to the Commissioners. He did not attend and, the Commissioners did not grant an abatement.



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## Discussion of Land Encroachments on District Properties at 960 Main Street and at 332 Great Road.

Enclosed in tonight's packets to the Commissioners are copies of letters that Counselor Bassett sent to the owners of the properties at 960 Main Street and 332 Great Road regarding land encroachments onto District property.

Mr. Allen informed the Commissioners that the District recently had its property surveyed at 332 Main Street and found that the Pro Tech Gas Station is encroaching onto the District's abutting Main Street property. Mr. Allen stated that there are areas on the District property where Pro Tech is parking vehicles and maintaining brush piles. Mr. Allen asked a discussion with the owner and he will remove the vehicles and brush piles and will put boulders on his property to indicate the property boundaries.

In addition, there are several donation bins that were placed on District property. Counselor Bassett notified the owners to remove these bins and the bins were removed immediately.

Mr. Allen informed the Commissioners that the District recently had its property surveyed at 960 Main Street and found that Acton Sand & Gravel is encroaching onto the District land which abuts the Main Street property. Mr. Allen stated that he had spoken with the owner on the phone; the owner had committed to removing the encroachments, and would be back in contact with Mr. Allen to coordinate a site walk to determine, what, if anything additional needed to be done.

## **D. OLD BUSINESS**

### Execute Bond Issuance for Roll Over of Short Term Borrowing for South Acton Water Treatment Plant Engineering.

Mr. Stuntz made a motion to award Eastern Bank the bond issuance of \$400,000 at a rate of .55% for 90 days to fund the engineering costs of the South Acton Water Treatment Plant. The motion was unanimously approved.

### Update on Hayward Road and Stow Street Water Main Improvements.

Mr. Allen informed the Commissioners that the contract awarded for the water main improvements on Hayward Road and Stow Street went to Onyx Corporation of Acton. Mr. Allen stated that the contractor anticipates beginning work the week of July 22<sup>nd</sup>.

## Other Old Business

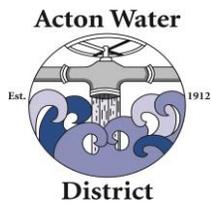
### *1. Web Site Discussion*

Mr. Parenti stated that he agrees with Ann Chang's request to link the Acton Water District's web site to the Town of Acton's site. Ms. Chang brought this topic up at the June 20<sup>th</sup> Special District Meeting. He suggested that the link could be put under the "Quick Links" section of the Town's site.

Mr. Parenti would like to see on the District's home page the agenda for each of the open meetings when they happen. Mr. Phillips suggested that a 300 pixel thumbnail of the agenda be put onto the front page that when clicked on would open up to the full PDF version of the agenda. Mr. Allen will speak with the IT/MIS Manager, Bob Murch, about having this done.

### *2. Town of Acton Solar Panels at Town Transfer Station*

Mr. Parenti stated that he noticed the new solar panels being place at the Town transfer station and suggested that it would be a good project for WLMAC to look into and get information on how this all came about. Mr. Stuntz stated that it should be Mr. Mostoller's responsibility as Environmental Manager to work with WLMAC and work with them on this project. Mr. Phillips stated that some parameters for WLMAC to pursue would be



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the legal and contractual matters between Town and vendor, the technical issues, and what has been done and what can be done. Mr. Phillips also asked Mr. Allen if he could contact Town Manager regarding some cogent points which will then help WLMAC get started.

### 3. *WLMAC*

Mr. Stuntz suggested that a structure needs to be established for WLMAC regarding term limits and appointments. He recommends that the group be more formally structured. Mr. Stuntz requested that this topic be put onto the next open meeting agenda.

### 4. *Counselor Bassett Discussion with Land Court Judge*

Counselor Bassett informed the Commissioners that she recently had a conference call with the Judge at Land Court and bank counsel regarding a status update of Assabet Sand & Gravel pending case. She stated that the discussion included the proposed purchase of the Assabet property; the adverse possession claim; and damages for trespass; and Attorney Damico plans for public auction of the personal property. Counselor Bassett stated that another conference call is scheduled for August 15<sup>th</sup> with the Judge.

### Other New Business

Mr. Phillips mentioned his “informal” discussion with Mike Rochleau, a landscaper and someone who has lived in Acton all his life. He asked Mr. Phillips the following question, “After people live in town for a certain amount of time, should they be put on a different pay scale?” Mr. Allen stated that the District has looked into this question before for elderly specifically. It’s not a cut and dry answer. There are state statutes where you need to gather all financial information on the homeowner and the District does not have the capability to handle this sensitive material. Mr. Allen stated that this topic is being discussed in different areas specifically in the implementation of the Debt Impact Fee and will be looked at again in the very near future during the ongoing discussions regarding the District’s financial future.

## **E. EXECUTIVE SESSION**

No executive session this evening.

Mr. Stuntz made a motion to adjourn 8:25 p.m. and was unanimously approved.