

Water Supply District of Acton

693 MASSACHUSETTS AVENUE
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Commissioners Meeting
Water Supply District of Acton
Meeting Minutes
October 31, 2011

The regular bi-monthly meeting was called to order at 7:30 p.m. on Monday, October 31, 2011 at the Acton Water District Office by Mr. Leonard Phillips.

Present: Commissioners Leonard Phillips (Chairman), Stephen Stuntz, and Ronald Parenti. District Manager Chris Allen, District Treasurer/Collector Mary Jo Bates, District Counselor Mary Bassett, and Commissioners Secretary Lynn Protasowicki. Finance Committee Member(s) Chuck Bradley.

A. Comments from Citizens

There were no comments from citizens this evening.

B. Approval of Minutes from September 12, 2011 and September 26, 2011

Mr. Phillips moved to accept minutes of the meeting held on September 12th and September 26th and Mr. Stuntz seconded the motion. The Commissioners were in favor of approving the minutes.

C. New Business

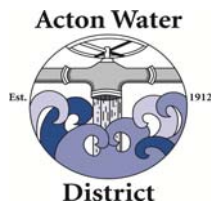
Resident of 253D School Street for Water Bill Abatement Request.

Enclosed in tonight's packet to the Commissioner's is a letter dated October 5th to Mr. Allen from the residents of 253D School Street, Acton; a letter dated October 11th from Mr. Allen in response to the residents; a letter from BadgerMeter, Inc.; and a copy of the residents April 2010 quarterly water bill.

Mr. Joel Villasenor and Ms. Agnes Quisumbing of 253D School Street, Acton were present at tonight's meeting. They presented to the Commissioners their reasoning behind why they are requesting an abatement to their water bill.

Mr. Villasenor stated that he recently received their quarterly water bill in the amount of \$22,570.68. He stated that the Water District first noted the anomaly when District employees installed new meters in the meter pit on August 22. Mr. Villasenor stated that the service line from pit meter to their house had a leak which was discovered by their neighbors on August 22nd. Mr. Villasenor immediately contacted the Acton Water District who in turn shut off the water from the main line. He stated that he was unaware of the location of the pit meter which is located approximately 600 feet from their house. He then hired a contractor to repair the leak. He stated that they have no access to the pit meter which would allow him to monitor his water usage.

As recent precedent dictates, the Commissioners stated that the only time a customer would receive an abatement would be when relocate the pit meter inside the residence, renew the water line, and eliminate the meter pit. In this case, there are four meters located in the pit serving 253 A, B, C & D School Street. Mr. Allen provided an estimated cost of approximately \$35,000 which includes the new 4" Ductile Iron pipe installed for service to all four residences relocate the t meters, and modify plumbing in each of the 4 households. He stated that this is a rough guesstimate and that Mr. Villasenor should contact contractors for actual bid estimates.



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Mr. Villasenor will be responsible for paying his bill if he does not upgrade the system and a payment schedule can be created. The Commissioners agreed to delay charging interest on the \$22,570.68 water bill for 30 days. During this time period there are two action items:

1. Acton Water District to investigate how to make pit meter more accessible to customer (i.e. install new cover). The residents would be responsible for the cost of upgrading the meter pit cover.
2. Mr. Villasenor to contact his neighbors and discuss with them the idea of upgrading their systems. Mr. Villasenor and three neighbors' homes are each serviced by separate lines running from individual pit meters. They have all been invited to the next open meeting to be held on November 14th for further discussion/explanation.

There was discussion about how customers are notified of their bill being "estimated". Mr. Villasenor stated that he did not notice the line on the bill that reads "Your bill is ESTIMATED, please call us immediately for an appointment to have your meter replaced and avoid being overestimated and overcharged." He only realized that there was an issue when he received a "pink slip" in the mail. Mr. Phillips stated that their needs to be a better way to flag this statement on the bill so that customers will be made more aware when there is an issue. Ms. Bates will look into the matter with Mr. Bob Murch.

Approve Option for Early Retirement Reinsurance Program (ERRP).

Enclosed in tonight's packet to the Commissioners is a letter from MIIA regarding the Early Retirement Reinsurance Program (ERRP). \$60,000 is the surplus that will be applied to premiums for the Acton Water District's early retirees.

Mr. Phillips moved to approve the option for ERRP reimbursement and Mr. Stuntz seconded the motion. The Commissioners were in favor of the option for Early Retirement Reinsurance Program and signed the agreement.

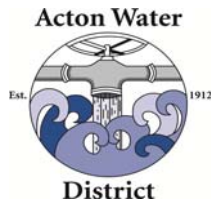
D. Old Business

Discussion and Scheduling of Financial Planning Work Session.

Mr. Allen informed the Commissioners that on Friday, October 28th, Stephen Stuntz, David Butler, and himself, and Ms. Bates met to discuss financial planning for 2012, and beyond. They will be discussing final numbers at their next meeting which will then be presented to the Commissioners at the next open meeting on November 14th.

Enclosed in tonight's packet to the Commissioners is a summary of estimate for connection to MWRA. Mr. Allen informed the Commissioners that he attended a meeting regarding connection to the MWRA. The idea behind connecting to the MWRA is that the District would be buying treated water instead of building water facilities for the town. Mr. Allen stated that if the District chose to connect to the MWRA it would cost \$10.2 million for the connection fee. Mr. Allen stated that the District would need the infrastructure to cross over two towns (Concord and Carlisle) in order to connect. There would need to be infrastructure installation (putting pipe into the ground and connecting South Acton and North Acton) at an estimated cost of \$6.3 million/connection, for a total of about \$14-million. Mr. Allen also noted that the District would need to pay a daily usage rate of \$2,760/million gallons to MWRA leading to a rate increase to our customers. Mr. Allen stated that in summary an initial capital investment would be in the area of \$20 million.

The Commissioners agreed that WLMAC should look into this for further discussion.



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Review, Discussion and Approval of Revision of District's "Rules & Regulations".

Mr. Phillips moved to accept the revised Acton Water District's "Rules & Regulations" and Mr. Stuntz seconded the motion. The Commissioners were in favor of accepting the revised "Rules & Regulations" for the Acton Water District.

Update and Discussion of Pending Litigation for Encroachment of Assabet Sand & Gravel on District Land Off High Street in South Acton.

Counselor Bassett informed the Commissioners that she recently went to a hearing at the Land Court in Boston regarding the pending litigation for encroachment of Assabet Sand & Gravel on District land off High Street in South Acton. She presented for ½ hour all the facts to the Judge who listened with interest. The prosecution submitted six affidavits and two expert affidavits one being Mr. Greenough, original owner of the Assabet Sand & Gravel. The Judge asked Counselor Bassett to get a letter or affidavit from the MassDEP about uses in the Zone 1 and submit it to the court and defense counsel. Counselor Bassett was able to get that affidavit from Mary Pigsley, Chief Counsel for MassDEP. The defendants have 30 days to respond to the MassDEP letter and then the judge will make final ruling on the District's motion for a preliminary injunction.

Mr. Phillips moved to adjourn the meeting and Mr. Parenti seconded the motion. The meeting adjourned at 9:45 p.m.