

Water Supply District of Acton

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

TELEPHONE (978) 263-9107

FAX (978) 264-0148

Commissioners Meeting
Water Supply District of Acton
Meeting Minutes
November 5, 2012

Agenda:

- A. Comments from Citizens
- B. Approve Minutes of October 1st Meeting
- C. NEW BUSINESS:
 - Introduction to Matt Walsh, New District Employee.
 - Vote to Authorize the District Manager to Act on Behalf of the District for the SRF Funding of the South Acton Water Treatment Plant Project.
 - Water & Land Management Advisory Committee (WLMAC) for Discussion of Future Mission.
 - Letter from Homeowner at 128 Parker Street Regarding "Debt Service Fee".
 - Update on the District's Energy Efficiency Efforts at Conant II.
- D. OLD BUSINESS:
 - Update on Filtration Pilot Study for the South Acton Sources.

The regular bi-monthly meeting was called to order at 7:40 p.m. on Monday, November 5, 2012 at the Acton Water District Office by Mr. Ronald Parenti.

Present at Tonight's Meeting:

Commissioners: Ronald Parenti (Chairman) and Leonard Phillips
District Manager: Chris Allen
District Treasurer/Collector: Mary Jo Bates
District Counselor: Mary Bassett
Environmental Manager: Matthew Mostoller
Commissioners Secretary: Lynn Protasowicki
Finance Committee Member(s): David Butler & William Guthlein
WLMAC: Barry Rosen

A. Comments from Citizens

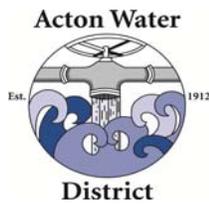
There were no comments from citizens.

B. Approval of Minutes from October 1st Meetings

Mr. Parenti moved to accept minutes of the meeting held on October 1, 2012 and Mr. Phillips seconded the motion. The Commissioners voted in favor of approving the minutes.

C. NEW BUSINESS***Introduction to Matt Walsh, New District Employee.***

Mr. Allen introduced Mr. Matthew Walsh to both the Commissioners and the Finance Committee. Mr. Walsh comes from the Pepperell Water Department where he worked for 12 years, prior to that he worked for the private sector and started out with the Littleton Water Department back in the 80's. The group also met Mrs. Trina Walsh, his wife.



Water Supply District of Acton

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

TELEPHONE (978) 263-9107

FAX (978) 264-0148

Vote to Authorize the District Manager to Act on Behalf of the District for the SRF Funding of the South Acton Water Treatment Plant Project.

In this evening's packet to the Commissioners are two resolutions authorizing the District Manager to act on behalf of the District for the SRF funding of the South Acton Water Treatment Plant. The Commissioners were asked to vote on these resolutions.

Mr. Parenti moved to approve the resolution authorizing Mr. Chris Allen, District Manager of the Acton Water District, to file application with the Massachusetts Department of Environmental Protection for State Financial Assistance for Water Pollution Abatement Projects. Mr. Phillips seconded the motion. The Commissioners approved the resolution.

Mr. Parenti moved to approve the resolution authorizing Mr. Chris Allen, District Manager of the Acton Water District, to file application with the Massachusetts Department of Environmental Protection for the State Financial Assistance for the Drinking Water Protection Projects. Mr. Phillips seconded the motion. The Commissioners approved the resolution.

Mr. Allen informed the Commissioners that he has been feeling somewhat disconnected and out of the loop on the SRF application process. Mr. Allen mentioned that he was able to have a conversation with John Felix of SRF. AWD will need to petition SRF for an extension of the deadline for financial applications to be filed. The original deadline was October 15th. The extended deadline is thought to be on December 1st.

Water & Land Management Advisory Committee (WLMAC) for Discussion of Future Mission.

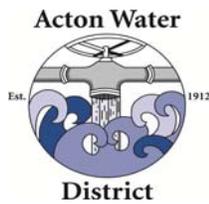
In this evening's packet to the Commissioners are the minutes from WLMAC's meeting from September 13th. The main topic of from that meeting was a question of water capacity which was brought up by the Commissioners during one of the prior open meetings. Mr. Rosen stated that during their 9/13 meeting the main question they discussed was, "how to provide more water to more homes?" Mr. Rosen asked the Board if WLMAC would be able to could approach Wright-Pierce to discuss the capacity issue. WLMAC is asking the Board for a clearer direction on what they should be focusing their attention on.

Mr. Parenti asked the Board, "What is the purpose of this technical advisory committee?" and suggested that it is time that they review what the charge of the WLMAC should be. Solar power/alternative energy was one topic that the board mentioned to which WLMAC could do more research on. Mr. Phillips mentioned using cool-temperature water for atmospheric controls in municipal and commercial buildings as another revenue source.

Mr. Rosen asked the Board if the WLMAC should continue their discussion at their next meeting the capacity issue. The Board stated that they do not want to give final charge to WLMAC until the Commissioners have had a chance to discuss further. The Commissioners will get together and put together a short list of potential issues that WLMAC can report back on. At the next open meeting on November 19th the Board will provide WLMAC with this information.

Letter from Homeowner at 128 Parker Street Regarding "Debt Service Fee".

Enclosed in tonight's packet to the Commissioners is a letter from Christine Hayes of 128 Parker Street, Acton regarding the debt service fee. In the letter Ms. Hayes states that she was not aware of this new fee and that she and all Acton customers will be paying this fee for the next seventeen years. This letter brought up the larger discussion by the Commissioners as to how they should handle these complaints. Ms. Bates stated that since the



Water Supply District of Acton

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

TELEPHONE (978) 263-9107

FAX (978) 264-0148

new quarterly water bill was mailed there have only been a handful of complaints. Mr. Mostoller stated that in the next issue of Water Words there will be an article explaining the debt service fee. The Commissioners agreed that this information should also go into the Annual Report and an article should be written for the Beacon newspaper. Mr. Allen mentioned if there continues to be complaints that they may want to consider inviting customers to a face-to-face forum to discuss this topic specifically.

Update on the District's Energy Efficiency Efforts at Conant II.

Enclosed in tonight's packet to the Commissioners is an energy efficiency proposal from Horizon Solutions. Mr. Allen informed the Commissioners that Horizon Solutions provided an energy efficiency audit for the Conant II Well. He stated that the Conant II well feeds water to a VOC stripping tower where the water is aerated and delivered to a wet well/storage tank. When the tank fills to a predetermined level a 40HP pump feeds the tank water into the water distribution system. To prevent short cycling the pump is throttled on the discharge side to reduce flow. This creates an excellent opportunity to save energy by installing a Variable Frequency Drive (VFD) to electrically adjust flow as opposed to using the throttling valve. Mr. Allen stated that Horizon Solutions recommends that VFDs are installed to control pump output by adjusting motor speed and to replace the old Vertical Motor to a new high efficiency Vertical Motor. The total cost with the rebates to make these changes would be \$12,969.25.

Mr. Mostoller mentioned that AWD did not take recommendations from Horizon Solutions with regards to the Conant 1 well. They evaluated this facility and recommended a lower rated pump to reflect the actual pumping rate. AWD did not consider this because we artificially run that site at low flows to minimize water quality issues. We need to reserve the ability to pump at higher rates at any given time and replacing the pump would not allow that.

D. OLD BUSINESS

Update on Filtration Pilot Study for the South Acton Sources.

Mr. Allen informed the Commissioners that Wright-Pierce submitted to Marielle Stone of the Massachusetts Department of Environmental Protection (MA DEP) a copy of the pilot study report for the South Acton sources. Enclosed in tonight's packet for the Commissioners review is a copy of the letter submitted that went to Ms. Stone as well as the recommendations from Wright-Pierce on the piloted filter technologies. Mr. Allen informed the Commissioners that he and Mr. Mostoller will visit the Pall Facility in Hanover, NH on Wednesday, November 7th to see how the microfiltration membrane system works. Based upon this visit, Mr. Allen will have a better idea as to what membrane system (microfiltration by Pall or ultrafiltration by GE) should be used for the new South Acton Water Treatment Facility. Based on recent correspondence from MA DEP, the removal credits for bacteria and viruses using Ultrafiltration and Microfiltration are the same. Hence, this parameter will not be impacted by the filter selection. A preliminary design of the South Acton Water Treatment Facility will be based upon which filtration system is chosen.

Mr. Parenti moved to go into Executive Session at 9:20 p.m. to discuss threatened and pending litigation as an open meeting may have a detrimental effect on the negotiating position of the public body, and then to reconvene in open session. Mr. Phillips and Mr. Parenti approved.

The Commissioners resumed regular session at 10:20 pm. Mr. Parenti made a motion to adjourn at 10:20 pm. Mr. Phillips seconded the motion and it was unanimously approved.

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

Executive Session Minutes
November 5, 2012

The Commissioners voted unanimously by a roll call vote to enter into Executive Session at 9:10 p.m. to discuss pending or contemplated litigation as remaining in open session would prejudice the District position with respect to the matter. In attendance were Commissioners Len Phillips, and Ron Parenti, District Manager Chris Allen, Environmental Manager Matthew Mostoller and District Counsel Mary Bassett.

Attorney Bassett updated the Commissioners on the status of the Assabet Sand trespass case. She discussed the issues to be raised in the continued Greenough deposition.

Attorney Bassett also reported that the appraiser, Gail Mann had completed her appraisal and had appraised the property (4.1 acres) owned by Assabet Sand, LLC and then did a "restricted" appraisal including the 3 acres consisting of the "disputed area." The Commissioners discussed the appraisal and agreed to take no action at this time as there are no grant monies available and no particular reason to consider settlement at this time.

The District Manager and the Environmental manager discussed the issue of proving damages with the Commissioners and agreed to seek out an estimate on removing the structure and restoring the 3.3 acres. Counsel will follow up on the status of the monitoring wells and new encroachment on the disputed area in apparent violation of the TRO.

The attendees generally discussed the status of the case and how discovery is proceeding.

Mr. Parenti moved to adjourn the executive session and moved to reconvene in open session at 10:10 pm. The motion was seconded by Mr. Phillips and on a roll call vote was unanimously approved.