

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
November 15, 2010

The regular bi-monthly meeting was called to order at 7:35 p.m. on Monday, November 15, 2010 at the Acton Water District Office by Mr. Stephen Stuntz.

Present: Commissioners Stephen Stuntz, Ronald Parenti, and Leonard Phillips. District Manager Chris Allen, District Counselor Mary Bassett, Environmental Manager Matthew Mostoller, Commissioners Secretary Lynn Protasowicki. Finance Committee member(s) David Butler, Chuck Bradley and Bill Kingman. District Moderator Richard O'Brien. Also in attendance: Barry Rosen representing WRAC and WLMAC.

A. Comments from Citizens

Terra Friedrichs, of the Acton Board of Selectmen, informed the Commissioners that she has been contacted by several people concerning the quote in the Acton Beacon newspaper made by Matthew Mostoller, Environmental Manager for Acton Water District. The quote states that there is "plenty of water for build-out". She would like clarification on this statement that was made to the Beacon. Mr. Mostoller stated that he would like to see the quote. Ms. Friedrichs asked Mr. Mostoller if he spoke to the Beacon recently and he mentioned that he had in the summertime. Mr. Stuntz confirmed that AWD is pumping 1.6 million gallons per day and that AWD is permitted to pump 1.9 million gallons per day. Mr. Stuntz stated that we can't talk about build-out without seeing build-out calculations. Ms. Friedrichs stated that she will provide the Commissioners with the article from the Beacon and will provide the build-out calculations as of today, 11/15/2010.

B. Approval of Minutes from November 1, 2010

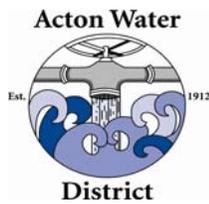
Mr. Stuntz moved to accept minutes of the meeting held on November 1, 2010 and Mr. Parenti seconded the motion. The Commissioners were in favor of approving the minutes as modified.

C. New Business

Discussion of Chapter 479 of The Acts of 2008, Other Post Employment Benefits (OPEB) Trust Fund Establishment and Funding.

Mary Jo Bates informed the Commissioners that AWD has been mandated to carry post employment benefits as a liability on their balance sheet. The Other Post Employment Benefits Liability Trust Fund will need to be established as a fund and a schedule will need to be created for funding the fund. As of June 20, 2010, the fund will have a balance of \$336,000. The Finance Committee has recommended the acceptance of The Act and to set-up a trust fund to pay it down. Ms. Bates stated that the sooner we accept this new legislation the sooner we can put money into the fund to pay it down. Mr. Bradley stated that fund will be listed on the balance sheet as a liability. Mr. Stuntz asked if this will need to be a warrant on the upcoming annual meeting. Counselor Bassett stated that yes it will need to be adopted by the board, approved by the voters and put onto the annual meeting as an article and warrant.

Mr. Stuntz made a motion that the District adopt the provisions of Chapter 479 of The Acts of 2008, "Other Post Employment Benefits (OPEB) Liability Trust Fund", enabling the District to establish such a fund, which motion was seconded and motion passed unanimously. The Commissioners agreed to place a warrant article on the annual meeting warrant requesting appropriate monies to fund the OPEB trust.



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Counselor Bassett recommended to the Commissioners that she draft a trust document explaining the use of the funds as allowed by law and the terms of the funds so that future Commissioners and staff will understand purpose of the fund and how it may be expended.

Preliminary FY2012 Budget Proposal and Discussion

The Finance Committee reviewed the proposed FY 2012 Budget at their meeting that was held prior to tonight's Commissioners Meeting.

Mr. Allen reviewed the proposed FY 2012 Budget with the Commissioners and discussed the budget breakdown sheet that was included. Mr. Stuntz noted that the salary increase is modest going from \$1,132,200 in 2011 to \$1,154,844 to 2012. Mr. Allen also reviewed the narrative for the FY2012 budget projections that was included in tonight's packet.

- Chemicals – increased from \$35,000 to \$65,000
- Lights, Power & Fuel – increased by 10%
- Maintenance & Operations (M&O) – increased from \$125,000 to \$133,000 to account for elimination of Treatment Plant M&O line, and subsequent cost associated with these line items for the North Acton Water Treatment Plant absorbed in the budgeted amount.
- Treatment Plant M&O – this line will be eliminated in the FY2012 and associated costs rolled into typical account for designated purposes.
- Meters – this line item will be increased to allow continuation of the meter modernization program. Since the “Trace” technology is no longer supported by the manufacturer, Badger, we must continue to replace these units in our system with the new O’Ryan technology. Unfortunately, these comprise the majority of our units currently in service, approximately 4,000.
- Laboratory Analysis – this line item must be increased to support increased sampling requirement, “triggered monitoring”, for the Groundwater Rule, potential increased nitrate monitoring at the Christofferson Well, and increased sampling requirement for the North Acton Water Treatment Plant.

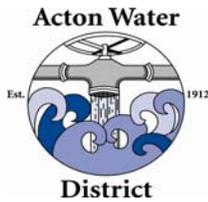
Proposed Meeting Schedule for January – June 2011

In this evening's packet to the Commissioners is the proposed meeting scheduled for January – June 2011. Mr. Allen asked the Commissioners if there were any conflicts with the dates and the Commissioners responded “no, not that they can foresee”.

The following is the proposed meeting schedule:

January 10
January 24
February 7
February 28
March 16 – Annual Meeting
March 28
April 11
May 2
May 16
June 6
June 20

All documents referred to in meeting minutes are available for inspection at the office of Acton Water District, 693 Massachusetts Avenue, Acton, MA 01720 (978) 263-9107.



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Other New Business

1. Mr. Allen informed the Commissioners that on Friday, November 12, 2010, Mr. Robert Koch of AWD, received the Massachusetts Water Works Association (MWWA) Water Works Pride Award. He received the award at the MWWA Annual Meeting held at Wachusett Mountain.

2. Counselor Bassett provided an educational moment to the Commissioners regarding the open meeting law and the use of emailing documents for review at a future meeting. She read the information which came off the municipal list serve.

3. Mr. Allen asked the Commissioners if they would like to have a bronze plaque created for the North Acton Water Treatment Facility. The Commissioners agreed that a plaque should be created which will include the name of the facility, the date it went "live", the engineering firm who designed the facility, and the Commissioners names.

D. Old Business

Discussion of Proposed Special Legislation Involving The District's Investment Protocol.

In this evening's packet to the Commissioners is the proposed legislation regarding the investment protocol. Mr. Dave Butler informed the Commissioners that he will be discussing the proposed legislation at a meeting he is having with Senator Eldridge's staff on Tuesday, November 16th. Mr. Parenti stated that he thought this proposal was going to be specific to AWD. Mr. Butler stated that what has been written is more general and that he will know more after the meeting if the proposed legislation should be more specific to the District or general to all towns and water districts.

Update on Assabet Sand & Gravel Encroachment on District Land Off High Street.

Mr. Allen informed the Commissioners that he has been in contact with Ms. Marielle Stone at the Department of Environmental Protection Central Regional Office, regarding the information that Stantec provided on the Assabet Sand & Gravel's encroachment on District land off High Street. According to her response, he should be hearing back from her this week.

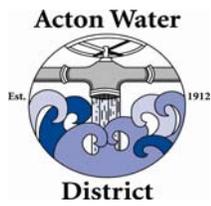
Discussion of Potential Connection to Applewood Condos in Boxborough.

Mr. Allen informed the Commissioners that he was in contact with Mr. Charles Learoyd of 128 Russet Lane, Boxborough regarding the potential connection to Applewood Condominiums in Boxborough and was advised that the Department of Environmental Protection's allowed Applewood Condominium to proceed with its own on-site solution to upgrade its wells and will not need any further consideration of a connection with the AWD.

Other Old Business

.GOV Domain Request

Mr. Allen informed the Commissioners that Bob Murch put through the request to have the AWD domain changed from .COM to .GOV. The request was denied by Lee Ellis, Government Policy Administrator, Office of Tecnology Strategy/Office of Government-wide Policy. The AWD is not considered a governmental agency. Ms. Friedrichs suggests that AWD could do .ORG instead. Mr. Phillips noted that the refusal was on the basis of a lack of State or "Government" oversight of our website. He noted that the AWD is a Government entity and noted that the Town of Acton's website is <http://www.acton-ma.gov>. He asked Selectman Friedrichs if she was aware of any State oversight of the Town's website to qualify the Town for a dot-GOV domain. Ms. Friedrichs said she didn't know of any oversight. Mr. Phillips requested that Bob Murch to pursue the issue and find out what we need to do to have us qualify as a .GOV domain.



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Mr. Parenti moved to adjourn the meeting and Mr. Stuntz seconded the motion. The meeting adjourned at 8:20 p.m.