



# Water Supply District of Acton

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## WLMAC MEETING NOTES OF NOVEMBER 12, 2013

**Documents:** Any documents utilized during this meeting are either included in these minutes and/or can be examined at the District offices during regular business hours.

**Present:** Charles Olmstead, Paul Malchodi, John Cipar, Barry Rosen, John Sonner (Liaison, Acton Selectmen).

**Note Taker(s):** Paul Malchodi, Barry Rosen

**Chairperson:** Barry Rosen

**Called To Order:** The chairperson called the meeting to order on Tuesday, November 12, 2013 at 7:30 PM ET.

### **New Business:**

1. **Approval of Minutes:** As there were some suggested changes to the minutes, the approval of the 10/24/2013 minutes was postponed. A revised copy of the minutes will be distributed in writing for review prior to the next meeting.
2. **Date/Time of Next Meeting:**
  - 2.1. After polling the membership, it was decided that the meeting scheduled for Tuesday, December 10 is a good date for all and will be held.
  - 2.2. Mr. Olmstead expressed his concern that the meetings are not starting on-time. He explained that he is willing to be flexible with the time that the committee begins their meetings but he expects that there will be "a time certain" when everyone will be present for the meeting to convene. Mr. Cipar agreed and explained that a later starting time would work better for him.
  - 2.3. On a motion by Mr. Olmstead which was seconded by Mr. Cipar, the vote was unanimous to change the meeting time for future meetings from 7:00 PM to 7:30 PM.
  - 2.4. **FUTURE MEETING SCHEDULE 2014:** The committee felt that the base meeting schedule for 2014 should be set for the second Tuesday of each month. We can review the schedule at our December meeting and make any initial adjustments that seem necessary. Mr. Rosen stated that he would prepare a preliminary schedule for review for the December 10 meeting.

### **Old Business:**

3. Concord Land Purchase (55 Knox Trail): *Documents that were discussed at this meeting included the Town of Concord Special Town Meeting Warrant and the Acton GIS mapping of the 55 Knox Trail area. These documents were included in the minutes of October 24, 2013 and can be viewed in hard copy format during normal business hours at the headquarters of the Acton Water District.*
  - 3.1. Mr. Sonner provided a brief synopsis to the committee on notes he received from Ms. Adachi on the meeting with officials from Concord held earlier in the day. His impression was that there didn't seem to be any progress and that Concord gave the impression that they were going to go through with the purchase and use of the parcel of land in Acton. It also seemed clear that they intend to utilize the land for more than simply parking school buses and that the Concord DPW also intends to utilize the parcel for various purposes.
  - 3.2. Both the Acton Selectpersons and the Board of Water Commissioners will be meeting on Monday, 18 November 2013. Both have agenda items to discuss the proposed Concord land purchase. Mr. Sonner said to expect representatives from Concord at both meetings. Mike Webster (GeoInsight Consultants) is anticipated to attend AWD meeting.
  - 3.3. Mr. Malchodi shared some of his impressions from attending the joint hearing in Concord. He remembers hearing the Concord Town Manager state the school district needs for the land and then shortly thereafter explaining that the Town of Concord also wanted the land for DPW use. Mr. Malchodi noted that Concord considered a large list of properties within the Town of Concord but found a reason to eliminate the use of each parcel including the former landfill site and lands owned by the school district.
  - 3.4. The WLMAC discussed several possible recommendations that the AWD might make to the Town of Acton. However, the committee settled on a single recommendation to present at the next meeting of the Board of Water Commissioners.
  - 3.5. On a motion by Mr. Olmstead which was seconded by Mr. Cipar, the WLMAC voted unanimously to recommend to the AWD Commissioners that they request the Town of Acton to seek a written agreement with the Town of Concord that would manage the use of the land parcel at 55 Knox Trail. The agreement would restrict the use of the land acquisition to the parking of approximately 40 school buses. Maintenance and fueling of said buses would be prohibited. [Other Acton bylaws would apply.]
  - 3.6. The committee decided to postpone the discussion of item 3.6.2 from the 10/24/2013 WLMAC meeting (allowed uses in a Zone 3) with the Board of Water Commissioners until January 2014 when things may have quieted down.
4. Attendance at the November 18, 2013 Board of Water Commissioners Meeting:
  - 4.1. The WLMAC noted that several members plan to attend the next meeting of the AWD Board of Water Commissioners meeting on Monday, 11/18. It appears that a quorum is likely to be present and those members would like to discuss the proposed Concord land purchase with the commissioners. In order to satisfy the requirements of the Massachusetts Open Meeting Law, it was decided that the WLMAC will convene a meeting on the same evening.
  - 4.2. Mr. Rosen will notify the AWD of this intention and prepare a minimal agenda for posting at District HQ as soon as possible. The WLMAC will convene prior to the AWD meeting.
5. AWD Final LRP:
  - 5.1. Mr. Malchodi updated the committee on the latest information, which he obtained from Mr. Allen, regarding the availability of the LRP. Mr. Allen expected the LRP by this time and is still waiting for it to be delivered.
  - 5.2. Mr. Malchodi did not have information on the format(s) in which the LRP would be delivered to the AWD. It was the sense of the committee that it should be provided in both hardcopy

and digital format which would simplify the task of making it publicly available. It was pointed-out by Mr. Malchodi that if the specifications only required a hardcopy delivery format, obtaining a digital copy may be at additional cost to the District. There was some discussion indicating that the LRP was actually a digital document which was being printed in hardcopy form so that there really was little, if any, additional expense to the consultant to provide a single CD-ROM with a copy. Mr. Cipar, who has had extensive experience with government contracts, reminded us that even though this may be the case, consultants will frequently hold exactly to the specifications and request additional funding for "extras."

6. Tabling Motion: Mr. Cipar motions that all further business be tabled until the WLMAC meeting scheduled for December 10, 2013. The motion is seconded by Mr. Olmstead. The motion passed unanimously.

**Adjournment:**

On a motion to adjourn by Mr. Olmstead which was seconded by Mr. Cipar, the committee voted unanimously to adjourn the meeting at 9:00 PM ET on November 12, 2013.