



Water Supply District of Acton

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

TELEPHONE (978) 263-9107

FAX (978) 264-0148

Board of Water Commissioners
Meeting Agenda
Monday, January 9, 2017

- A. Comments from Citizens
- B. Approve Minutes of December 19th Meeting

C. OLD BUSINESS:

- 1. Nuclear Metals Superfund Update
 - Installation of an additional monitoring well cluster near Assabet 1A
 - G&M Valuation appraisal report
- 2. DRAFT Budget for FY 2018
 - Review of DRAFT budget and warrant articles for the 2018 Fiscal Year
 - Discussion of Master Plan Updates scope

D. NEW BUSINESS:

- 1. Appointment of Records Access Officer per MA Public Records Law.

Present at Tonight's Meeting:

Commissioners: Ronald Parenti, Stephen Stuntz (Chairman), Leonard Phillips
District Manager: Chris Allen
District Treasurer: Mary Jo Bates
District Environmental Manager: Matthew Mostoller
Commissioners Secretary: Lynn Protasowicki
Finance Committee: Chuck Bradley

The Board of Water Commissioners meeting was called to order at 7:30 pm on Monday, January 9, 2016 at the Acton Water District office by Mr. Stephen Stuntz.

- A. Comments from Citizens:
No comments at tonight's meeting.

- B. Approve Minutes of December 19th Meeting:
Mr. Stuntz motioned to approve minutes as modified of the December 19, 2016 meeting and Mr. Parenti seconded the motion and it was unanimously approved.

C. OLD BUSINESS:

1. Nuclear Metals Superfund Update

Installation of an additional monitoring well cluster near Assabet 1A: Enclosed in tonight's packets to the Commissioners is an email thread originated from Bruce Thompson of *de maximis* regarding the additional monitoring well cluster and the map showing this information. De Maximis plans to install a 3-well cluster, shallow rock, deep overburden, and a middle overburden. Mr. Allen stated that the drilling started today. He mentioned that there was an issue today with the contractor regarding de-icing in Zone 1, however, Mr. Mostoller addressed it with the contractor and they did not do the de-icing. Mr. Allen reminded the

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Commissioners that there is a stakeholders meeting on January 19th and we shall see what kind of feedback they get on their current proposal.

G&M Valuation appraisal report: Enclosed in tonight's packets to the Commissioners is the lease appraisal report from Gail Mann of G&M Valuation. Based upon her investigation and analysis it is her opinion that the first year's market rent for annual lease of land at 16 Knox Trail will be \$7,800 (100' x 150' plot of land). Mr. Allen stated that in addition to the lease price for the first year they will include the \$3,500 for the full appraisal. He mentioned that they are still working under short term access agreement which expires January 15th and will most likely need to be extended. Mr. Stuntz moved to authorize District Manager to extend the short term access agreement until such time when the short term access will no longer be needed, Mr. Phillips seconded and all approved.

Mr. Allen mentioned that Counselor Bassett would like to do a bit more research/title search on a parcel of land across from 16 Knox Trail . She would like the Commissioners to authorize these activities. The end result would be for the District to potentially acquire this parcel where the pump station that supplied wash water from the Assabet Rive to the former sand & gravel operation at 16 Knox Trail is located (roughly 1.6 acres). Mr. Stuntz moved to authorize Counselor Bassett to do the research, Mr. Phillips seconded and all approved.

2. DRAFT Budget for FY 2018

Review of DRAFT budget and warrant articles for the 2018 Fiscal Year: Mr. Allen stated that the only modification of note is the addition of leak detection article for an additional \$15,000 that changed the bottom line of appropriation to \$1.25 million. There were no other changes made to the budget since the last review in December 2016.

Mr. Stuntz moved to approve the FY 2018 budget, Mr. Phillips seconded and all approved.

Mr. Allen noted that the only change to the warrant articles was the addition of Article 8.

Mr. Allen moved to accept the warrant articles for FY 2018, Mr. Parenti seconded and all approved.

Discussion of Master Plan Updates scope: Enclosed in tonight's packets to the Commissioners was an email from Mr. Stuntz to the Board suggesting that WLMAC and the Finance Committee be included the discussion of the master plan. The Commissioners agreed. Mr. Parenti suggested that cyber security (i.e. what the District currently has and what the District should have) be included in the plan.

Other Old Business:

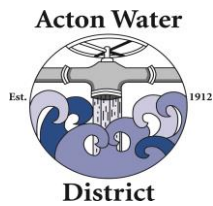
Drought Status Update: Mr. Allen stated that on January 5th the state Drought Management Task Force met and downgraded northeastern MA to a Drought Watch from a Drought Warning which lifts ban on outdoor watering. The majority of the rest of MA remains in a Drought Warning, with the exception of Cape Cod, which is in a Drought Advisory.

D. NEW BUSINESS:

1. Appointment of Records Access Officer per revised MA Public Records Law.

Enclosed in tonight's meeting to the Commissioners is a copy of a document called Public Records Procedure Checklist for Records Access Officer of Municipalities that Counselor Bassett pulled off a list service. According to this document all municipalities need to have a Public Records Access Officer. Mr. Stuntz moved to appoint Mr. Chris Allen, District Manager, as the Public Records Access Officer (PRAO), Mr. Parenti seconded and all approved.

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2. Review of Annual Report

Mr. Mostoller stated that typically the District sends Water Words with articles and link to full report to all of town residents. Mr. Mostoller asked the Commissioner if the District should still mail the warrant articles to the town. The Commissioners agreed that the District should still print and mail the warrant articles along with the seasonal Water Words.

Mr. Stuntz moved to adjourn the meeting at 8:32 pm and it was unanimously approved.