

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
January 28, 2013

Agenda:

- A. Comments from Citizens
- B. Approve Minutes of January 14th Meeting
- C. OLD BUSINESS:
 - Review and Approval of Revised Warrant Articles for 2013 Annual Meeting.
 - Approval of Request for Proposal (RFP) for Renewal of Wireless Lease at 211 Main Street/Great Hill Tank.
 - Discussion of and Comments on the DRAFT Master Plan Update.
- D. NEW BUSINESS:
 - Warrant Article Assignments and Order for Presentation at the Annual Meeting.
 - Update on Actuarial Evaluation of Other Post-Employment Benefits (OPEB).
- E. Executive Session: For Discussion of Pending Litigation

The regular bi-monthly meeting was called to order at 7:40 p.m. on Monday, January 28, 2013 at the Acton Water District Office by Mr. Ronald Parenti.

Present at Tonight's Meeting:

Commissioners: Ronald Parenti (Chairman), Leonard Phillips, and Stephen Stuntz.
District Manager: Chris Allen
Treasurer/Collector: Mary Jo Bates
Environmental Manager: Matthew Mostoller
District Counselor: Mary Bassett
Commissioners Secretary: Lynn Protasowicki
Finance Committee Member(s): David Butler & Charles Bradley
WLMAC: Paul Malchodi and Barry Rosen

A. Comments from Citizens

There were no comments from citizens.

B. Approval of Minutes from January 14th Meetings

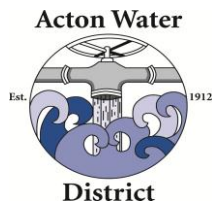
Minutes will be approved at the February 11th meeting.

C. OLD BUSINESS

Review and Approval of Revised Warrant Articles for 2013 Annual Meeting.

Warrant articles #16 and #17 will be revised by Counselor Bassett to reflect the changes recommended by the Finance Committee and will be assigned at the February 11th meeting.

Mr. Parenti moved to accept the Warrant Articles as modified and Mr. Stuntz seconded the motion. All were in favor of accepting the Warrant Articles as modified.



Water Supply District of Acton

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

TELEPHONE (978) 263-9107

FAX (978) 264-0148

Approval of Request for Proposal (RFP) for Renewal of Wireless Lease at 211 Main Street/Great Hill Tank.

Enclosed in tonight's packets to the Commissioners is a copy of the Request for Proposal (RFP) for renewal of the wireless lease at 211 Main Street/Great Hill Tank. Counselor Bassett stated that the RFP includes the "minimum bid" requirement of \$21,000.

Mr. Parenti moved to accept the Request for Proposal for renewal of the wireless lease at 211 Main Street/Great Hill Tank and Mr. Stuntz seconded the motion. All were in favor of issuing the RFP as presented.

Discussion of and Comments on the DRAFT Master Plan Update.

Mr. Allen stated that WLMAC will be providing their comments and recommendations tonight regarding the Master Plan.

Mr. Stuntz stated that the Master Plan is from the engineer's perspective and not from the Commissioners. And, he asked the question, "What completes a Master Plan?"

Mr. Rosen stated that when they reviewed the Master Plan it appeared to be more operational versus strategic and tactical.

Mr. Stuntz stated that he got what he expected from the Master Plan (i.e. aging of infrastructure and system).

Mr. Stuntz thought the section on "storage" was thorough however Mr. Malchodi felt that there was a dichotomy and contradiction in the information presented on storage.

Mr. Allen stated that the engineer and the Master Plan make it very clear as to where input is recommended.

Mr. Malchodi reiterated to the Commissioners the five issues that WLMAC would like the Commissioners to consider when reviewing the Master Plan:

1. Cost – recommendations from engineer vs. actual (WLMAC felt that it wasn't explained thoroughly)
2. Alternative sources – not enough back-up information
3. Address conservation from a very limited perspective
4. Future water treatment
5. Storage, Fire Flows & Piping – WLMAC felt it needs further explanation in how the three are linked. They recommend the engineer be more specific (i.e. what to do in the first 5 years?)

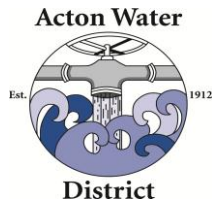
Mr. Rosen stated that WLMAC looked at the Master Plan as a planning document and what are the five most important points to improve the report from an operations standpoint.

Mr. Stuntz suggested that each of the Commissioners re-read the Master Plan taking into consideration WLMAC's issues/suggestions.

Mr. Allen stated that ideally he would like to have the Master Plan finalized by mid-late February.

Other Old Business.

1. Mr. Allen spoke with Acton Board of Health and arranged the February 25th meeting as the scheduled meeting for Water Commissioners to attend. Mr. Phillips stated that he will not be available to attend



Water Supply District of Acton

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

TELEPHONE (978) 263-9107

FAX (978) 264-0148

that meeting. Mr. Allen will speak with BOH and change date so that all Commissioners can be in attendance.

2. Counselor Bassett provided to the Commissioners a copy of the District's policy for remote participation in an Open Meeting by a board or committee member. This policy formalizes what was adopted and discussed at the January 14th meeting. It shall be reviewed periodically for accuracy and compliance.

D. NEW BUSINESS

Warrant Article Assignments and Order for Presentation at the Annual Meeting.

The Warrant Articles assignments have been postponed until next meeting on February 11th.

Update on Actuarial Evaluation of Other Post Employment Benefits (OPEB).

Ms. Bates updated the Commissioners on the actuarial evaluation for the Other Post-Employment Benefits (OPEB). She stated that for fiscal year 2013 the OPEB is at \$2,403,921 and is a funded trust.

E. EXECUTIVE

Mr. Parenti moved to go into Executive Session at 8:45 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 seconded and Mr. Stuntz voted by roll call vote to enter closed session.

The Commissioners resumed regular session at 9:40 pm. Mr. Parenti made a motion to adjourn at 9:40 pm. Mr. Stuntz 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
January 28, 2013

The Commissioners voted unanimously by a roll call vote to enter into Executive Session at 9:00 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, Steve Stuntz and Ron Parenti, District Manager Chris Allen, Environmental Compliance Manager, Matt Mostoller and District Counsel Mary Bassett.

Attorney Bassett updated the Commissioners on the status of the case. A preliminary injunction has issues and counsel will be having it served on Macone and then seeing to getting it enforced. The District Manager will arrange to have a snow fence and Jersey barriers placed on the property lines to prevent access. Avidia Bank has and counsel met with District counsel, Matt and Chris and discussed how they intended to proceed. A foreclosure sale is set for 2-29-13. In the meantime, Matt will speak to Tom Tidman and see if the Town is interested in purchasing the Knox Trail property for conservation purposes. The District Commissioners will consider making an offer to purchase for around \$500,000 subject to voter approval.

Mr. Stuntz moved to adjourn the executive session and moved to reconvene in open session at 9:40 pm. The motion was seconded by Mr. Phillips and on a roll call vote was unanimously approved.
