

Water Supply District of Acton

693 MASSACHUSETTS AVENUE
P.O. BOX 953
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Commissioners Meeting
Water Supply District of Acton
Meeting Minutes
June 17, 2013

- Agenda:**
- A. Comments from Citizens
 - B. Approve Minutes of May 13th & June 3rd Meeting
 - C. OLD BUSINESS:
 - No Old Business at the Time the Agenda was Posted.
 - D. NEW BUSINESS:
 - Discussion of the District's Acquisition of Assabet Sand & Gravel/16 Knox Trail, Acton, MA.
 - Discussion of Warrant Articles for Special District Meeting Scheduled for Thursday, June 20, 2013.
 - Discussion of Hayward Road & Stow Street Water Main Improvements.
 - E. EXECUTIVE SESSION: No Executive Session this evening.

The regular bi-monthly meeting was called to order at 7:30 p.m. on Monday, June 17, 2013 at the Acton Water District Office by Mr. Stephen Stuntz.

Present at Tonight's Meeting:

Commissioners: Ronald Parenti, Leonard Phillips, and Stephen Stuntz (Chairman).
District Manager: Chris Allen
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, Charles Bradley
WLMAC: Barry Rosen & Paul Malchodi
Moderator: Richard O'Brien

A. Comments from Citizens

There were no comments from citizens at tonight's meeting.

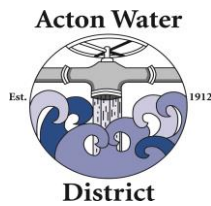
B. Approval of Minutes from May 13th and June 3rd Meetings

Mr. Stuntz moved to accept minutes of the meeting held on May 13, 2013 and Mr. Phillips seconded the motion and it was unanimously approved.

Mr. Stuntz moved to accept minutes of the meeting held on June 3, 2013 and Mr. Parenti seconded the motion and it was unanimously approved.

C. OLD BUSINESS

No old business at the time the agenda was posted.



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D. NEW BUSINESS

Discussion of the District's Acquisition of Assabet Sand & Gravel/16 Knox Trail, Acton, MA.

Mr. Allen informed the Commissioners that on June 13, 2013 Acton Water District made an offer to purchase Assabet Sand & Gravel/16 Knox Trail, Acton, MA from Avidia Bank, owner of property, for the purchase price of \$735,000. Enclosed in tonight's packet to the Commissioners is the approved and accepted offer to purchase 16 Knox Trail, Acton, MA. Mr. Allen noted that on the purchase agreement the Bank has agreed to remove the processing plant ("spider") partially on the District's premises. Counselor Bassett stated that she asked Avidia Bank to have their contractor submit a Certificate of Liability prior to work of removing the structure. She has not yet received this certificate and no work has started. Counselor Bassett also mentioned that everything else on the property will be auctioned off or disposed of by the Bank.

Mr. Allen informed the Commissioners that the assessed value of the 4.1 acres of property is at \$1.1 million.

The Finance Committee met, and their recommendation is to bond the funds to purchase the property. Counselor Bassett drafted the Article which will be presented and voted on at the Special District Meeting on Thursday, June 20, 2013 at 7:30 p.m.

Mr. Allen informed the Commissioners that Mr. Mostoller created a PowerPoint presentation for the special meeting. Mr. Mostoller stated that the key question that may be asked at the special meeting and to which the District should answer is "why is this piece of land so important to the District?" He and Mr. Mostoller went through the slides asking the Commissioners for their feedback as to how the presentation should be configured to best inform the voters. There has not been much public information on the historical proceedings as they have been discussed in Executive Session.

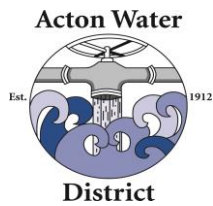
Discussion of Warrant Articles for Special District Meeting Scheduled for Thursday, June 20, 2013.

Enclosed in tonight's packets to the Commissioners are the two warrant articles for the Special District meeting. Counselor Bassett reviewed the two warrant articles with the Commissioners. Article 1 discusses the funding to purchase 16 Knox Trail, Acton, MA, and will be presented by Mr. Stuntz and Mr. Butler. Article 2, which ask the voters to accept the grant of an expanded easement from Atlantic-Acton Realty LLC for access to the Assabet well fields over an existing easement off of High Street in Acton, and will be presented by Mr. Parenti and Mr. Bradley.

Discussion of Hayward Road & Stow Street Water Main Improvements.

Enclosed in tonight's packets to the Commissioners is a memo from Wright-Pierce outlining the nine General Contractors who bid on the construction of the Hayward Road and Stow Street water main replacement project. Mr. Allen informed the Commissioners that the bids opened on Thursday, June 6, 2013 and that the lowest bidder was Onyx Corporation located at 18 Wetherbee Street, Acton, MA. Mr. Allen described for the Commissioners each of the bids that Onyx Corporation presented: Base Bid \$394,190 (Stow Street); Add Alternative E Bid \$652,492.95 (Hayward Rd from Arlington St to Rte. 2); Add Alternate F Bid \$274,322 (Hayward Rd from Rte. 2 to Main Street/Rte. 2); and Base Bid and Alternative E & F \$1,321,004.95 (All). Mr. Allen stated that Onyx was awarded the contract for the Base Bid plus Alternate E in the amount of \$1,046,682.95. Mr. Allen stated that Alternate F will be added at a later date.

Mr. Allen and Wright-Pierce will be meeting with Onyx Corporation and town entities at a pre-construction meeting on June 27, 2013 at the District office.



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Other New Business:

1. *Review and Accept Draft Purchase and Sale Agreement for 16 Knox Trail/Assabet Sand & Gravel, Acton, MA.*

Counselor Bassett presented to the Commissioners a copy of the draft Purchase and Sale Agreement for 16 Knox Trail/Assabet Sand & Gravel. She asked the Commissioners to review and accept the document. Mr. Stuntz moved to accept the draft Purchase and Sale Agreement and Mr. Phillips seconded. The draft Purchase and Sale Agreement for 16 Knox Trail was accepted.

2. *July-December 2013 Water District Meetings*

Mr. Allen informed the Commissioners that in addition to the proposed meetings scheduled on the July-December 2013 calendar, there will be a need for an additional meeting scheduled for August 12, 2013, to execute the bond for borrowing monies for the engineering of the South Acton Water Treatment Plant (\$400k), the Hayward Rd & Stow St water main improvement (\$1.05-million), and the purchase of the Assabet Sand & Gravel parcel (\$735k), a total borrowing of \$2.2-million on a ten year note.

E. EXECUTIVE SESSION

No executive session this evening.

Mr. Stuntz made a motion to adjourn 8:35 p.m. and was unanimously approved.