



# 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  
July 11, 2016

## AGENDA:

- A. Comments from Citizens
- B. Approve Minutes of June 27th Meeting
- C. OLD BUSINESS:
  - 1. Nuclear Metals Superfund Update
    - Site access agreement for 16 Knox Trail and 284 High Street for installation of test well and extraction pump test
    - AWD staff meeting with Mass DEP on July 13th
  - 2. Indian Village Water Main Improvement Project
    - Original project bid cancelled. Re-bid on July 28th
  - 3. Implementation of Water Smart Software for Customer Interaction
    - Demonstration of portal
    - Presentation of customer service survey results
    - Update on e-Bill presentment rollout
- D. NEW BUSINESS:
  - Any agenda item(s) which did not come to the attention of the Board of Water Commissioners 48 hours prior to this meeting and were not reasonably anticipated.

The Board of Water Commissioners meeting was called to order at 7:30 p.m. on Monday, July 11, 2016 at the Acton Water District Office by Mr. Stephen Stuntz.

## Present at Tonight's Meeting

Commissioners: Ron Parenti, Stephen Stuntz (Chairman), Leonard Phillips  
District Manager: Chris Allen  
District Treasurer: Mary Jo Bates  
District Counsel: Mary Bassett  
Environmental Manager: Matthew Mostoller  
Commissioners Secretary: Lynn Protasowicki  
Finance Committee: Charles Bradley  
WLMAC: Barry Rosen & John Cipar

## A. Comments from Citizens

Mr. Bradley mentioned that folks from the Acton Community Garden had some questions about water conservation. Mr. Allen informed him that they changed the configuration from water ban restrictions to drought advisory/watch. The District is currently drafting language to send out to citizens. We will use social media and the District's website to convey the message. The drought advisory clamps down on daytime use, primarily, hand watering is prohibited between 9 AM and 5 PM. Mr. Allen stated that the groundwater table is down and has been in steady decline for quite some time. Community Gardens in town include: Morrison Farm, North Acton Community Garden and there is a new one proposed on Prospect Street (leased land).

Barry Rosen, "does Acton Water meter fire hydrants that are being used by developers during construction?" Mr. Allen said "yes" as long as they applied for a temporary construction meter.

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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## **B. Approve Minutes of June 27th Meeting**

Mr. Parenti moved to accept the minutes of the meeting held on June 27, 2016, Mr. Stuntz seconded the motion and it was unanimously approved.

## **OLD BUSINESS:**

### 1. Nuclear Metals Superfund Update.

- Site access agreement for 16 Knox Trail and 284 High Street for installation of test well and extraction pump test

Mr. Allen stated the agreement has had significant revisions including comments from the deMaximis attorney, Gary Gill-Austern. In the Commissioners packets is the most recent version. Mr. Allen pointed out that the extraction well site will be located at 284 High Street with most of the access at 16 Knox Trail. This is a short term agreement (3 months). They are still under negotiations to finalize. Forthcoming, will be a longer term agreement for the extraction and treatment related to the Superfund site.

Mr. Stuntz moved to authorize Mr. Allen to sign this agreement when finalized, Mr. Phillips seconded the motion and it was unanimously approved.

- AWD staff meeting with Mass DEP on July 13<sup>th</sup>

John Shea met with the DEP Commissioner, Marty Suuberg back in June. Received contact from Marielle Stone and settled on July 13<sup>th</sup> at 10 a.m. Matt, Chris & Ray Talkington along with drinking water folks from MassDEP will meet. Main discussions: point of entry treatment system, piloting, financing, designing.

### 2. Indian Village Water Main Improvement Project.

- Original project bid cancelled. Re-bid on July 28<sup>th</sup>.

Enclosed in tonight's packets to the Commissioners is a copy of the new bid advertisement for the Indian Village and Littlefield Road water main renewal project. Mr. Allen stated that upon further review of the protest from N. Granese & Sons, they realized that some claims were substantiated and, based on a directive from the Ma Attorney General, decided to re-bid the project stating that only Aquapipe be used for relining water mains. Mr. Allen mentioned that Wright-Pierce wrote justifications as to why the District wants Aquapipe be used. This proprietary specification was adopted by the Commissioners at the meeting on June 27<sup>th</sup>.

### 3. Implementation of Water Smart Software for Customer Interaction.

- Demonstration of portal

Mr. Allen informed the Commissioners that today the office staff had 4 hours of training on Water Smart software. He walked through customer portal for Commissioners and showed them the type of information that will be available to the customer. If a potential leak is identified in the household, the customer will be notified and the portal will walk them through where to identify the leak and how to fix the leak.

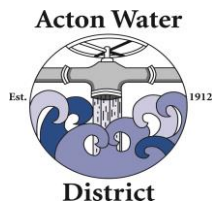
- Presentation of customer service survey results

Survey: 5 basic questions asked, 750 activated (16% of customer base responded - 6,600 customers).

- Update on e-bill presentment rollout

During negotiation period the District was able to get e-Billing through Water Smart portal. Customers will now be able to view and pay their bill online through their portal. The District has not done any publicity around this rollout.

*Mr. Stuntz moved to adjourn the meeting at 8:38 pm and it was unanimously approved.*



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*Next District Meeting:  
Monday, August 15<sup>th</sup> at 7:30 pm*