



# 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  
August 18, 2014

- 
- Agenda:**
- A. Comments from Citizens
  - B. Approve Minutes from the July 14<sup>th</sup> Meetings
  - C. OLD BUSINESS:
    - 1. Update on Property Tax Abatement for 16 Knox Trail.
    - 2. Progress on the Proposal for Amendment to the Groundwater Protection District (GWPD) By-law.
    - 3. Update on Concord's Acquisition of 37 Knox Trail.
    - 4. Update on Projects in Progress:
      - i. South Acton Water Treatment Plant Contract #1 & #2
      - ii. Hayward Road Water Main Improvement
  - D. NEW BUSINESS:
    - 1. Execute Commonwealth of Massachusetts "Notice of Appointment of Chief Procurement Officer" Certifying the District Manager as Chief Procurement Officer.

The Board of Water Commissioners meeting was called to order at 7:35 p.m. on Monday, August 18, 2014 at the Acton Water District Office by Mr. Leonard Phillips.

**Present at Tonight's Meeting:**

Commissioners: Leonard Phillips (Chairman) and Stephen Stuntz  
District Manager: Chris Allen  
Treasurer/Collector: Mary Jo Bates  
District Counsel: Mary Bassett  
Commissioners Secretary: Lynn Protasowicki  
Finance Committee: William Guthlein  
WLMAC: Barry Rosen  
Town of Acton Selectmen: Janet Adachi

**A. Comments from Citizens**

None

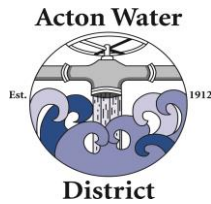
**B. Approve Minutes from the July 14<sup>th</sup> Meeting.**

Mr. Stuntz moved to accept minutes of the meeting held on July 14, 2014 and Mr. Phillips seconded the motion and it was unanimously approved.

**C. OLD BUSINESS:**

1. Update on Property Tax Abatement for 16 Knox Trail.

Mr. Allen informed the Commissioners that the letter which Counselor Bassett prepared and briefed the Commissioners on at the last open meeting was sent to Brian McMullin, Town of Acton Assessor. Mr.



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McMullin filed the abatement with Massachusetts Department of Revenue (MA DOR) and is now waiting to hear from the MA DOR on approval at the state level.

## 2. Progress on the Proposal for Amendment to the Groundwater Protection District (GWPD) By-law.

Mr. Allen informed the Commissioners that the consultant who was selected is Geosphere. Mr. Mostoller met with Ray Talkington, the project lead, and provided the list of the goals and main points that are the key areas which need to be addressed in order for a comprehensive amendment proposal for the Groundwater Protection District By-Law. By the week of Labor Day Mr. Mostoller should have some feedback from the consultant. Mr. Allen should have more to share with the Commissioners at the September 8<sup>th</sup> meeting.

## 3. Update on Concord's Acquisition of 37 Knox Trail.

Enclosed in tonight's packets to the Commissioners are comments from Mr. Allen to Scott Mutch, Town of Acton Zoning Enforcement Officer, regarding the acquisition of 37Knox Trail. The District provided these comments as input to the town on the Special Permit Application by the Concord-Carlisle Regional School District to modify the ingress/egress to the property to allow storage of five school buses and associated driver's vehicles.

Mr. Allen stated that two weeks ago he spoke with the owner of 37 Knox Trail and, to his knowledge, there was still no Purchase & Sale Agreement signed.

## 4. Update on Projects in Progress:

- i. South Acton Water Treatment Plant Contract #1 & #2
- ii. Contract #1

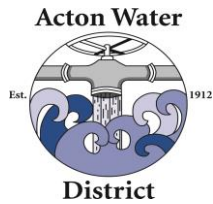
Mr. Allen stated that the metal roof is finally on the; main process building, and it is all enclosed; NStar relocated the power lines from the existing poles to the new poles to allow the existing poles to be removed. He received a request for 3-month extension with a revised construction schedule from Waterline Industries (enclosed in tonight's packet to Commissioners). Mr. Allen stated that the representatives of MA DEP/Central Regional Office monitoring the project for SRF are aware of the delays and of the request for extension due to participation in regular progress meetings. Mr. Allen is looking at strategies to assist the contractor in staying on schedule.

### Contract #2

JP Cardillo is the contractor for this part of the project. They are waiting on the license amendment from MBTA. This license is to grant permission to install a carrier sleeve under the rails on Parker Street for the water main under the tracks. Mr. Allen stated that the High Street water main is installed and that Audubon Hill and Faulkner Hill are now connected. Six water samples were taken for presence of bacteria, 5 passed and 1 did not. . .more testing will need to be done. Mr. Allen stated that the High Street installation is approximately 6,000 linear feet of water main pipes.

- iii. Hayward Road Water Main Improvement

Mr. Allen informed the Commissioners that the installation of the new water main on Hayward Road is complete. The retiring of the old main still needs to be done but it is out of service. As a future improvement, once MA Department of Transportation (MA DOT) has completed the Route 2 bridge repair on Hayward Road, we will examine the possibility of connecting the water main over Route 2 by hanging it on the bridge. Conversations with MA DOT are currently in the preliminary stages. And, we are not certain that this can be accomplished at this time.



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## **NEW BUSINESS:**

### 1. Execute Commonwealth of Massachusetts "Notice of Appointment of Chief Procurement Officer" Certifying the District Manager as Chief Procurement Officer.

Mr. Phillips, as Chairman, executed and signed the Commonwealth of Massachusetts "Notice of Appointment of Chief Procurement Officer" certifying the, District Manager of Acton Water Districts the Chief Procurement Officer.

### Other New Business:

Mr. Allen received a request from Tom Tidman, Town of Acton Conservation Officer, for the District to procure a drinking fountain for the new picnic pavilion at NARA Park. Mr. Allen recommended that they approve this request. This was unanimously approved by the Commissioners. They'd like the District's seal to be affixed to the fountain. Mr. Allen will communicate this request to Mr. Tidman.

*Mr. Phillips made a motion to adjourn the Board of Water Commissioners meeting at 8:30 p.m. and was unanimously approved.*