

# Water Supply District of Acton

693 MASSACHUSETTS AVENUE  
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Commissioners Meeting  
Water Supply District of Acton  
Meeting Minutes  
September 12, 2011

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The regular bi-monthly meeting was called to order at 7:30 p.m. on Monday, September 12, 2011 at the Acton Water District Office by Mr. Leonard Phillips.

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

## **A. Comments from Citizens**

There were no comments from citizens this evening.

## **B. Approval of Minutes from August 15, 2011**

Mr. Phillips moved to accept minutes of the meeting held on August 15, 2011 and Mr. Parenti seconded the motion. The Commissioners were in favor of approving the minutes.

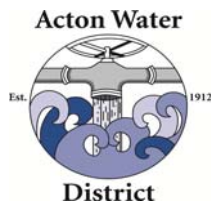
## **C. New Business**

### *Maureen Mara of Mara & Associates For Final Annual Audit Results*

Presented in this evening's packet to the Commissioners is a letter from Mara & Associates, PC summarizing the recent audit. Ms. Maureen Mara stated that the overall report is good and that the Commissioners will be pleased with the findings. She stated that the receipts for the fiscal year 2011 were significantly higher than 2010 by approximately \$900,000. The increase is due to both a rate increase (about 24% higher than the prior year) and a volume increase (approximately 6% more water billed in 2011 than 2010). She informed the Commissioners that the MTBE Fund was used to fund capital projects and a significant portion of Maintenance & Operations (M&O). She stated that in prior years the General Fund and Grace Fund were typically used for those purposes and as a result, the General Fund ("Free Cash") and Grace Fund grew, while the MTBE Fund decreased. She informed the Commissioners that the "Free Cash" of \$691,000 can be used to pay down the short term debt in fiscal year which will save some interest expense.

Mr. Stuntz asked if the Acton Water District had to continue to report both the Commonwealth reports and GASB38 reports. Ms. Mara answered that in the need to show cash issues we have to report both.

Ms. Mara stated that the free cash certification from the Massachusetts Department of Revenue will come on Thursday, September 15<sup>th</sup>.



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## **D. Old Business**

### Update on the Districts Written Corrective Action Plan (WCAP) Submittal to Massachusetts Department of Environmental Protection (MassDEP)

Presented in this evening's packet to the Commissioners is the revised schedule and cost estimates for the proposed South Acton Water Treatment Facility. Mr. Allen stated that the deadline to submit the application for pilot study has been extended to December 1, 2011 from November 1, 2011. Per DEP mandate, AWD will be sampling the South Acton wells for 1,4-dioxane. He stated that there is a California lab that uses appropriate method, method 522, for 1,4-dioxane. The Assabet Well III can not be sampled because it does not have a pumping column installed. The current WCAP and Administrative Consent Order (ACO) encompass treatment for the School Street wells, Scribner, Lawsbrook and Christofferson. However, new water treatment facilities are being considered for both the three School Street wells and the three Assabet wells.

There is a growing concern by the Commissioners regarding capital projects, particularly filtration systems, that cannot be sustained with an annual operating budget of \$2,500,000. Mr. Butler agrees with this as does the entire finance committee. There is a working group meeting on September 27<sup>th</sup> at 1 p.m. to discuss these concerns and to come up with some reasonable solutions which will then be brought to the Commissioners to discuss further.

In the Commissioners' packets was an excerpt from the Project Evaluation Form (PEF) filed on behalf of Acton Water District by Wright-Pierce for consideration for State Revolving Fund (SRF) approval. For the purpose of this form, the project budget has been estimated at \$8,900,000.

Mr. Allen stated that the plan is to pilot treatment technologies for the proposed water treatment facility by April 2012 and then the facility to be online and operational by September 2014.

Mr. Allen also mentioned that he is looking at incorporating alternative energy technologies into the project. He stated that he'd met with a consultant regarding locating a solar farm on Acton Water District property, where available. This would be a potential source of revenue to offset the operating costs by supplementing power supply, and mitigate future rate increases.

### Update and Discussion of Revision of District's 'Rules & Regulations'

Counselor Bassett asked the Commissioners if they had a chance to review that most recent revision which included the comment about "computerized water modeling associated with development when developers submit their concept plan to the Town planning board." Mr. Mostoller commented that they should keep the wording in that section as is and make sure to include the appendices with the updated computer modeling terminology. Counselor Bassett will talk with Mr. Mostoller offline to make sure that is included. She will then email the Commissioners a revised version for one last read through and it will be put onto the September 26<sup>th</sup> open meeting agenda for approval.

### Follow-up Discussion on Proposal for Acton Water District's (AWD) Centennial Celebration

Mr. Allen asked the Commissioners if they received their invite for the oral history to be held on Friday, September 16<sup>th</sup> from 2-5 p.m. The Commissioners stated that they would not be able to make the afternoon meeting. Mr. Allen stated that they have four confirmed RSVPs. The centennial celebration committee will be meeting on Tuesday, September 13<sup>th</sup>.



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## Other Business:

Mr. Rosen asked the Commissioners if they had a chance to read the letter that WLMAC sent them on September 23<sup>rd</sup> regarding the resignation of Mr. John Cipar and noting that they will need a new WLMAC member to replace him. It was unclear if Mr. Cipar was appointed by the Commissioners. Ms. Bates found the records stating that Mr. Cipar was indeed appointed by the Commissioners. Do the Commissioners or WLMAC have a person in mind? This topic will be put onto the September 26<sup>th</sup> meeting agenda.

Mr. Phillips moved to adjourn the meeting and Mr. Parenti seconded the motion. The meeting adjourned at 8:35 p.m.