

Board of Water Commissioners
Meeting Minutes
693 Massachusetts Avenue
Monday, December 11, 2017

A. Comments from Citizens

B. Approve Minutes of November 13, 2017 meeting

C. OLD BUSINESS:

1. Solar Project Request for Proposals

Update on workgroup review of developer proposals for the proposed ground mount photovoltaic arrays at 16 Knox Trail and 62 Lawsbrook Road.

2. Update on Indian Village & Littlefield Road water main improvement

Review progress for the water main improvements on Agawam, Mohegan, Quaboag, Sioux, Seminole and Littlefield Roads.

D. NEW BUSINESS:

1. Draft Budget for FY 2019

Review the draft budget and warrant articles proposed for FY 2019

Present at Tonight's Meeting:

Commissioners: Ron Parenti, Leonard Phillips, Stephen Stuntz

District Manager: Chris Allen

District Treasurer: Mary Jo Bates

District Environmental Manager: Matthew Mostoller

District Counsel: Mary Bassett

WLMAC: John Cipar

Also in attendance was Mary Lynn Miller.

The Board of Water Commissioners meeting was called to order at 7:30 PM on Monday, December 11, 2017 at the Acton Water District office by Mr. Phillips.

A. Comments from Citizens:

Mary Lynn Miller is interested in the water needs forecast done for Acton and Concord by MA Department of Conservation & Recreation (DCR). She feels that a study needs to be done and thinks the Town of Acton may ask the Water District for money to assist with the study. Mr. Allen informed her that the District is currently in the process of updating its Master Plan, which is done by an Environmental Engineer every 5 years. The Master Plan does include population growth projections related to existing capacity and the need for increased based on population growth. Mr. Allen or Mr. Mostoller will provide her a copy of the current Master Plan, updated last in 2012, for her to review.

B. Approve Minutes:

Mr. Phillips suggested some edits to the minutes of the November 13, 2017 meeting. Mr. Stuntz made a motion to approve the minutes of the November 13, 2017 meeting as amended. It was seconded by Mr. Parenti and unanimously approved.

C. Old Business:

Solar Project Request for Proposals (RFP)

Mr. Allen reported on the progress of the Solar RFP subcommittee review. After 2 meetings the proposals have been reviewed. During the meeting scheduled for tomorrow, 12/12, the financial model will be presented by Mr. Guthlein and a list of finalists will be made. The hope is to have the finalists interviewed by the Commissioners at a meeting in January, possibly Tuesday, January 16, 2018. Mr. Stuntz reported on his impression of the subcommittees work. He indicated that there are many moving parts to these proposals and the possibility of many subcontractors working on the project. Mr. Allen informed the Commissioners that due to more than expected interest, the state micro-grid feasibility study grant award has been postponed until January, 2018. The current expectation is that 15 projects could be selected, up from the original expectation of 5 projects.

Update on Indian Village and Littlefield Road water main improvement

Mr. Allen reviewed the project for the Commissioners. Littlefield Road will be completed by Wednesday, December 13, 2017. At that time, all services will be connected to the new main, the old main will be retired and the hydrants will have been installed. The roadway will be restored with final paving scheduled for the spring of 2018. Berms have been removed from all driveways in Indian Village all water main access trenches have been temporarily paved. Permanent restoration of disturbed areas, including property restoration, will occur in the spring of 2018. There are materials from the temporary over-ground water supply in Indian Village that will be returned to Sanexen in Pennsylvania next week.

D. New Business:

Draft budget for FY 2019

Mr. Allen presented the FY 2019 Proposed Budget to the Commissioners. The Accounting budget will include a new OPEB valuation. The Bonds, Interest and Fees is down a bit, which will be reflected in the decrease of the Bond Debt Fee to \$44 per unit per quarter as of July 1, 2018. The Middlesex Retirement number is from the most recent actuarial valuation. There will be a rate increase in FY 2019, perhaps a restructuring of the tiers or an increase in the service fee.

The draft FY 2019 Warrant includes \$500K to pay the debt for the Indian Village project. The Warrant also includes \$300K for a pilot study for a treatment system in Acton center to remove iron and manganese from the Conant I and Conant II wells, and \$85K toward the replacement of filters in the North Acton Water Treatment Plant. They are expected to cost \$250K and should be replaced in 3-4 years, so this will be one of three incremental appropriations to achieve the eventual full replacement cost.

E. Executive Session

On a motion made by Mr. Phillips and seconded by Mr. Stuntz, the Board voted 3 – 0 by a roll call vote (Mr. Parenti-yes, Mr. Stuntz-yes, Mr. Phillips-yes) to enter into Executive Session at 8:30 pm, pursuant to MGL Ch. 30 A, sec 21A (6) to consider the purchase, exchange, lease or value of real property finding that an open meeting may have a detrimental effect on the negotiating position of the public body.

The Board announced that it would reconvene in open session to close the meeting (Mr. Parenti-yes, Mr. Stuntz, yes, Mr. Phillips-yes.)

Mr. Phillips moved to adjourn the meeting at 9:25 PM and it was unanimously approved.