



Water Supply District of Acton

693 MASSACHUSETTS AVENUE
P.O. BOX 953
ACTON, MASSACHUSETTS 01720

TELEPHONE (978) 263-9107

FAX (978) 264-0148

Board of Water Commissioners

Meeting Agenda

Monday, February 28, 2022 @ 7:00 PM

Due to the COVID-19 Pandemic, meetings are being held virtually via Zoom

Please click the link below to join the webinar:

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- **Comments from the Public**
- **Approve minutes from the meeting of 2/7**
- **Appoint one Commissioner to approve warrants while conducting meetings virtually**

OLD BUSINESS:

- Per- and Poly-Fluoroalkyl Substances (PFAS)
 - Current sample data, if available
 - Update on the American Rescue Plan (ARPA) Act funding from the Town of Acton for the design of PFAS filtration at the North Acton Water Treatment Plant (NAWTP)
- Follow-up discussion on the presentation from the Friends of the Bruce Freeman Rail Trail
- Update on the Central Acton Water Treatment Plant (CAWTP) project
- Discussion of the presentation of the Warrant articles for the Annual District Meeting on 4/13/22.

NEW BUSINESS:

- Extension of the COVID-19 Pandemic provisions of the Governor's Executive Order for holding Open Meetings

Board of Water Commissioners
Meeting Minutes
Acton Water District
693 Massachusetts Avenue, Acton, MA
Monday, February 7, 2022

AGENDA

- A. Comments from the Public
- B. Approve minutes from the meeting of 1/22/22
- C. Appoint one Commissioner to approve warrants while conducting meetings virtually
- D. Paul Malchodi for the Friends of the Bruce Freeman Rail Trail

E. OLD BUSINESS:

- 1. Request from Friends of Gardner Field for a Drinking Fountain/Bottle Filling Station
- 2. Per- and Poly-Fluoroalkyl Substances (PFAS)
 - Current sample data, if available
- 3. Update on Assabet #3 Well Project
- 4. Update on Central Acton Water Treatment Plant (CAWTP) Project
- 5. Approve Land Lease for Ground-Mount Solar PV Array at 16 Knox Trail

F. 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.

EXECUTIVE SESSION: To consider the purchase, exchange, lease of real property as an open meeting may have a detrimental effect on the negotiating position of the District.

Due to the Covid-19 stay-at-home order by Governor Charles Baker, the Board of Water Commissioners meeting was not held at the Acton Water District Office, instead the meeting was held via Zoom Webinar. The meeting was called to order at 7:00 PM on Monday, February 7, 2022, by Mr. Barry Rosen.

Present at Tonight's Meeting:

Commissioners: Erika Amir-Lin, Barry Rosen (Chair), Stephen Stuntz
District Manager: Chris Allen
District Treasurer: Mary Jo Bates
District Counsel: Mary Bassett
Environmental Manager: Matthew Mostoller
Commissioners Secretary: Lynn Protasowicki

Public Attendees: Paul Malchodi, Friends of Bruce Freeman Rail Trail

A. Comments from the Public

No comments this evening.

B. Approve Minutes from the Meeting of 1/22/22

Mr. Rosen motioned to approve the minutes of January 22, 2022. Mr. Stuntz seconded the motion, and it was unanimously approved by a roll call vote: Ms. Amir-Lin, Mr. Stuntz, and Mr. Rosen.

C. Appoint One Commissioner to Approve Warrants While Conducting Meetings Virtually

Mr. Rosen motioned to appoint Ms. Amir-Lin as the Commissioner to approve warrants while conducting meetings virtually until the next meeting of the Commissioners. Mr. Stuntz seconded the motion, and it was unanimously approved by a roll call vote: Ms. Amir-Lin, Mr. Stuntz, and Mr. Rosen.

D. Paul Malchodi for the Friends of the Bruce Freeman Rail Trail

Paul Malchodi mentioned that he is on the Board of Directors for the Friends of the Bruce Freeman Rail Trail. The Friends has been around for 20 years.

Marcia Rasmussen of Concord suggested a connection between the rail trail and the School Street Fields.

He got involved in this and stated that there are two obvious ways to connect this rail bed to these fields.

He proposed two ways to do this (he posted map showing the routes he proposed):

The Blue Route comes out west of Nashoba Brook where the bridge over Union Turnpike is already coming down where there is a sloped berm. The berm was put in by the contractor in hopes of a ramp to be installed at a later date. From there run on prison land or Rt 2 right of way land. 10-foot-wide sidewalk to left of field. Then that's where the routes would divide. One would continue on the Rt 2 right of way. The Red Route - comes along School Street edge of field. The other way would be to head over the tractor path and stay adjacent of the tractor path and build the path behind the field. Build a consensus with Mass Highway and Town of Concord and Town of Acton to get funding from the state to build one of these two paths.

Paul Malchodi sent a note to Chris about this because it proposes an interesting long-term potential for the District which is that all the parcels are owned by the District (green dots – see map Paul used during his proposal). If the District were interested we could look at extending extend this connection all the way to Lawsbrook Road. Why would we want to go to Lawsbrook Road – Lawsbrook Road gets us closer to the Assabet River Rail Trail. The parcels south of Lawsbrook Road there could be a paved trail along Lawsbrook to Parker Street.

Something to think about for long term planning is can we connect to Lawsbrook Road? If we can that would require Water District participation. Paul Malchodi is suggesting that when the District is talking about the 5–10-year plan, would it be feasible to allow a non-motorized trail path across District land to connect to the School Street fields to Lawsbrook Road.

Paul Malchodi stated that he is going to have meeting with interested people in Concord within the next 4-6 weeks to talk about how we approach this and where we find the strongest groups supporting the two route proposals.

Steve Stuntz: he likes the idea and likes the trail on the backside of the fields and not on the streets. He likes the Red Route plan.

Erika Amir-Lin: what is the timeline in starting construction on this type of project? Paul Malchodi stated that he doesn't have an answer for that. It takes years. Ms. Amir-Lin stated that it's a timely request as we are updating our Master Plan and it will allow us time to discuss.

Barry Rosen: who is responsible for maintaining the trail? Paul Malchodi stated that the town is responsible for maintaining the trail within their town.

E. OLD BUSINESS:

1. Request from Friends of Gardner Field for a Drinking Fountain/Bottle Filling Station

Mr. Allen and Mr. Mostoller met with Melissa Rier, from Acton Park & Rec and Paul Swydan, from the Friends of Gardner Field and went over a few drinking fountain/bottle filling station options. They agreed upon the HAWS unit which costs around \$4,500. Mr. Allen stated that the District could either provide some money towards the unit or purchase the entire unit. The Rec Department will install the unit and would maintain it. The District will inspect the unit after it has been installed. Mr. Allen mentioned that the District did purchase a unit for Nara Park back in 2015.

Mr. Rosen is requesting that a unique piece of signage be added informing that the District sponsored this unit. Paul Swydan stated that he would be happy to take that up with the Town. He noted that a sign is being created that recognizes the donors to the field and will add the District to that sign.

Mr. Mostoller inquired as to whether this would be a direct donation to Town or to the Friends? Paul Swydan stated that whatever the District feels comfortable doing. The money that is raised will be going to Town anyway because they sign the contracts so probably easiest to give directly to Town. Mr. Rosen stated that the District will purchase the unit and will present it to the Friends.

Mr. Stuntz motioned to approve the District to purchase the HAWS drinking fountain/bottle filling station for the Gardner Field renovation project. Mr. Rosen seconded the motion, and it was unanimously approved by a roll call vote: Ms. Amir-Lin, Mr. Stuntz, and Mr. Rosen

2. Per- and Poly-Fluoroalkyl Substances (PFAS)

➤ Current sample data, if available

Matt Mostoller: Our January results from North Acton Water Treatment Plant include 16.9 Parts Per Trillion (PPT) for treated and 21.8 PPT raw; we are seeing pretty stable numbers. Our January results for the South Acton Water Treatment Plant (SAWTP), the lab went past the hold time so had to resample on January 31st so won't see results for a couple weeks.

Chris Allen: since January 6th we have been discharging Clean in Place (CIP) waste from the SAWTP to the Wastewater Treatment Plant per Acton's approval. Yet to be determined on the impact on Assabet 1A will be.

He received the secondary agreement from the Town for \$450K from Acton's American Rescue Plan (ARPA) Act funds. They are having a consultant administer it. He has a document to execute. He is working with the District Treasurer to make sure that the certification he is signing off on are valid. It's like a grant program. We have to do a risk assessment with their consultant and fill out an to get authorization for the funds.

He and some of the District staff are having a Zoom meeting on Wednesday morning with the two Mass State reps' aides; Sena and Gouveia, to discuss potential funding for PFAS through State and ARPA.

3. Update on Assabet #3 Well Project

Chris Allen: We had a pre-construction meeting last Wednesday with N. Granese & Sons. Talked about logistics and he has to provide a proposed schedule. This may be impacted by long lead times ordering some components.

4. Update on Central Acton Water Treatment Plant (CAWTP) Project

Chris Allen: We did a certification inspection with Margo Webber, of Mass DEP. Water quality from plant has been good. We are waiting on certification letter to be able to pump to system. The engineer did a Fluoride trace study to determine regulatory disinfection parameters, and that memo will be sent to DEP tomorrow. We should have certification soon.

5. Approve Land Lease for Ground-Mount Solar PV Array at 16 Knox Trail
Peter Bay from EDF Renewables is present tonight for this discussion.

Enclosed in tonight's packets to the Commissioners is a copy of the solar land lease with WeBo Solar Partners, LLC. This is for the 4.88-acre parcel at 16 Knox Trail.

Mr. Stuntz moved to approve the Knox Trail land lease as presented this evening. Ms. Amir-Lin seconded the motion. Some discussion was made.

Barry Rosen: has two concerns with the lease. It is different than the Lawsbrook Road lease which is a land lease with payments to the Water District. For the Knox Trail lease, the Acton Water District is the lessor and the sole purchaser of power produced by the lessee, WeBo Solar Partners LLC. There is a small payment made to the District of \$47,000,000 per year for the land lease. Then the AWD pays a variable rate for the power produced by the solar array. The PPA contains a discussion of how the rates will be set and runs congruent with the land lease.

His first concern: as the sole purchaser of power, it is expected that there will sufficiently power to provide all the power requirement to the SAWTP should there not be sufficient power during the life cycle of the solar array the District may want to make changes. This could include inducing the current owner to upgrade or replace the panels or look for another power provider. Currently the way the contract is written is that this could only be done at the end of the lease or during the beginning of an extension period only if the extension period were deemed extended by mutual agreement. Currently they are not extended by mutual agreement; they are extended only by the lessee every 5 years.

His second concern: At conclusion of the lease there is a period that is allowed to dismantle of the project and materials disposed of. It can be done by the lessee or left to the AWD if the lessee does not dismantle it. If left to the AWD, it is up to the AWD to complete the dismantling and dispose of materials and invoice the lessee for any expenses incurred by the District. His questions include: Does the lessee have funds set aside during the term of the lease to provide for the cost of the dismantling and disposing of the solar array? Does the AWD have a security available for it should the lessee at the end of the lease not be able provide or be able to provide the dismantling and disposal? And can the AWD assure it will not have a \$250K expense at the conclusion of the lease?

Peter Bay: regarding the decommissioning – we don't have decommissioning bonds or instruments to provide assurance to folks that the array will be decommissioned fully. Maybe 50% of our projects have an instrument. The value of the material you are disposing from the site out ways the cost of removing it from the property. When we heard about this concern from the District, he got together with his CEO and some others and decided that EDF will put together a \$250K decommissioning bond. We just need to time it so that the bond is issued once the project is about to go into operation.

Barry Rosen: can one of our attorneys add the wording that at the initiation of producing power EDF will cover \$250K bonding to assure the decommissioning. Peter Bay stated that yes that is acceptable. Mary Bassett stated that she will update the lease to reflect that information.

Barry Rosen: why do you have the five-year renewals as solely done by WeBo Solar Partners rather than having it as a mutual thing where we (the District) are getting enough power and not 75% power at the end of 25 years? Peter Bay: the modules are warranted for 25 years, and they are warranted to degrade by a maximum of ½ percent per year. And there is a significant movement by manufacturers to extend their warranties to 40 years. And that is a result of them getting more confidence that they're going to be able to function at higher levels over that time period. It gives EDF more confidence that after year 25 we will

be able to assess is the project still operating as planned. If there looks like there is an issue the project company, Standard, will decide about whether or not it's worth operating anymore.

Mr. Stuntz moved to approve the amended lease to include the \$250,000 decommissioning bond. It was seconded by Ms. Amir-Lin as amended and it was unanimously approved by a roll call vote: Ms. Amir-Lin, Mr. Stuntz, and Mr. Rosen

F. NEW BUSINESS:

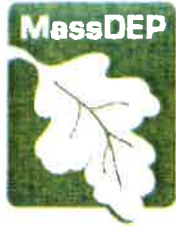
Barry Rosen acknowledged that Mary Jo Bates, District Treasurer, is retiring at the end of September 2022.

It is with both sadness and joy that I read the letter of resignation of our treasurer Mary Jo Bates. I hope that MJ feels the same way. The Acton Water District, our residents and even our vendors and contractors have greatly benefited from the knowledge and organization that Mary Jo has brought to the District and its finances.

As usual, Mary Jo is a great planner and one who looks well ahead of things, so she provided the commissioners with a more than ample window of notice. As large as it is, it may take the commissioners that much time to locate and hire a new District Treasurer. Notice I did not say replacement because I do not think that the talent and expertise of Mary Jo with 21 years of service to the District can be duplicated in a single newly hired individual.

Of course, the District's commissioners have depended upon Mary Jo's advice and counsel for a long time—both past and present commissioners. I can tell you that as the newest commissioner, she has helped me understand the financial doings of the District over the last 3 years that I have served. As far as I am concerned, you have the AAA rating.

Mr. Rosen motioned to adjourn the open meeting at 8:45 PM. Mr. Stuntz seconded the motion, and it was approved unanimously by a roll call vote: Mr. Stuntz, Ms. Amir-Lin, and Mr. Rosen. Mr. Rosen moved to enter into Executive Session at 8:45 PM to discuss the purchase, exchange, lease of real property as an open meeting may have a detrimental effect on the negotiating position of the District, and not reconvene in Open Session..



Commonwealth of Massachusetts
Executive Office of Energy & Environmental Affairs

Department of Environmental Protection

Central Regional Office • 8 New Bond Street, Worcester MA 01606 • 508-792-7650

Charles D. Baker
Governor

Karin E. Polito
Lieutenant Governor

Kathleen A. Heanue
Secretary

Martin Sabberg
Commissioner

February 15, 2022

The Water Supply District of Acton
Attn: Barry Rosen, Chair of Water Comm
PO Box 953
Acton, MA 01720

Re: PWS Town: Acton
PWS Name: Acton Water Supply District
PWS ID #: 2002000
Program: System Modification WS24
MassDEP Transmittal: X284513
Action: **Activation Approval**

VIA Electronic Mail Only
commissioners@actonwater.com

Dear Public Water Supplier:

The Massachusetts Department of Environmental Protection (MassDEP) conducted an activation inspection on January 27, 2022, of the new 1.00 MGD (million gallons per day) Central Acton Water Treatment Plant (WTP) in Acton, Massachusetts. MassDEP approved the WS24 Construct Treatment Facility Application on November 22, 2019, for construction of a Greensand Plus Filtration with Aeration WTP to remove iron and manganese from the Conant I Well (2002000-02G) and the five Conant II Wells (2002000-14G, -15G, -16G, -17G, -18G).

Raw water from the six wells enters the new WTP as a single 8-inch water line. The raw water passes by a flow meter, is injected with sodium hypochlorite (NaOCl) for oxidation of iron and manganese and disinfection, and injected with potassium hydroxide (KOH) for pH adjustment and corrosion control prior to flowing into three nine-foot diameter Greensand Plus filtration vessels for treatment of iron and manganese. Each vessel has 12-inches of anthracite and 24 inches of Greensand plus media. Treated water then passes through a packed tower aeration unit for pH adjustment prior to being injected with additional chlorine for disinfection and fluoride for dental health and discharging into two 21,000-gallon baffled clear wells. Each clear well has level control switches, vents, and a screened overflow port. Three VFD finished water pumps, capable of pumping up to 350 gpm of water each, pull the water from the clearwell past a final flow meter, a spare chemical injection quill for KOH and out to the distribution system.

The greensand filters are backwashed based off differential pressure, hours run, or amount of flow treated. Backwash water comes from the other filters. Dirty backwash water will discharge to one of two 25,000-gallon backwash/recycle tanks, each sized to handle three backwashes. Each tank has a floating decanter attached to a recycle pump to pump decanted water back

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through the treatment process at a rate not to exceed 10% of raw water flow. Two residual pumps will pull settled solids from the bottom of each backwash tank and pump the solids to a 13,000-gallon sludge holding tank. The sludge holding tank is the old Conant II aeration tower clearwell that has been repurposed.

The two Conant I and II wells have had detections of the six regulated per- and poly-fluoroalkyl substances (PFAS6) in the raw water since the approval of the treatment plant. Blended raw and treated water samples were collected on January 20, 2022, with pre filter and finished water PFAS results for the six PFAS contaminants at 5.42 and 5.92 ng/l respectively.

MassDEP received the Engineer's certification on February 3, 2022, signed by James Cray, Commonwealth of Massachusetts Professional Engineer No. 48069. MassDEP conducted an activation inspection on January 27, 2022, and water quality samples collected on January 20, 2022, were absent for total coliform and VOC's, and had iron and manganese concentrations below the SMCL of 0.3 mg/l for iron and 0.05 mg/l for manganese. Pursuant to MassDEP's authority under 310 CMR 22.04(7) that each supplier of water operates and maintains its system in a manner that ensures the delivery of safe drinking water to consumers, this approval is made subject to the conditions set forth below.

1. Treatment System – The Central Acton WTP (2002000-09T) shall be operated and maintained to reliably and consistently remove iron and manganese to less than the SMCLs of 0.3 mg/l for iron and 0.05 mg/l for manganese.
2. 4-Log Certification – Once the new CAWTP plant is activated, a tracer study will be conducted to determine travel time through the clear well. Submit to MassDEP a description of the tracer study procedure prior to conducting the tracer study. Once the tracer study is completed and approved, submit a GWR Form D for 4-Log treatment certification.
3. Total Coliform Sampling Plan – MassDEP will update and send a revised TCR sampling plan under separate cover. Please contact Paula Caron at Paula.Caron@mass.gov if you have any questions.
4. Lead and Copper Sampling Plan – Please be advised that in accordance with 310 CMR 22.06B(7)(d)4.h, the proposed change in treatment or source requires the system to continue with the standard monitoring for lead and copper at 60 sites on a semi-annual frequency (every 6 months). This began after the activation of Assabet Well 2 in 2020.
5. Backflow Devices – The supplier of water shall conduct a backflow survey of the WTP. All required cross connection devices shall be installed and tested within thirty days of activation.
6. Backwash Overflow – If there is an overflow event of the backwash water from the tanks, AWD shall notify MassDEP within 5 days with an estimate of the amount of backwash water discharged to the Zone I.

7. Treatment Facility Rating – In accordance with 310 CMR 22.11B, the CAWTP is classified as a II-T treatment system. The supplier of water shall ensure that this WTP is operated by an operator with a Grade II-T license or higher.
8. The generator is on site and operational but has not undergone any load testing. Submit documentation the load testing was complete.
9. Final As-built Plans – A complete O&M manual is on site. A set of As-built plans shall be completed and on site at the WTP within 60 days of this activation approval. Submit documentation to MassDEP that Final As-Built plans of the WTP are on site.

If you have any questions, please contact Margo Webber by email at Margaret.Webber@mass.gov or at 508-767-2738.

Sincerely,



Robert A. Bostwick
Section Chief
Drinking Water Program

Ecc: Chris@actonwater.com Matt@actonwater.com
Acton Board of Health, health@acton-ma.gov
Jim Cray, Wright-Pierce, jim.cray@wright-pierce.com
Michele Higgins, SRF, MassDEP-Boston, michele.higgins@mass.gov
DWP MassDEP-Boston; Andrea Lemerise, Paula Caron DWP MassDEP-CERO.

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Mass.gov

Updated guidance on holding meetings pursuant to the Act Extending Certain COVID-19 Measures

Guidance Update - February 18, 2022

On February 15, 2022, Governor Baker signed into law a new session law extending certain COVID-19 related measures. The new law, Chapter 22 of the Acts of 2022, includes an extension until July 15, 2022, of the remote meeting provisions of the Governor's March 12, 2020, Executive Order Suspending Certain Provisions of the Open Meeting Law. The new law has two major parts.

First, the new law allows public bodies to continue providing live "adequate, alternative means" of public access to the deliberations of the public body, instead of holding meetings in a public place that is open and physically accessible to the public. "Adequate, alternative means" may include, without limitation, providing public access through telephone, internet, or satellite enabled audio or video conferencing or any other technology that enables the public to clearly follow the proceedings of the public body in real time.

Second, the new law authorizes all members of a public body to continue participating in meetings remotely; the Open Meeting Law's requirement that a quorum of the body and the chair be physically present at the meeting location remains suspended.

What means of access will be considered "adequate, alternative means?"

"Adequate, alternative means" may include, without limitation, providing public access through telephone, internet, or satellite enabled audio or video conferencing or any other technology that enables the public to clearly follow the proceedings of the public body as they are occurring (i.e., "live" or "in real time"). The methods listed in the executive order and here are non-exhaustive, and we recognize that there are myriad methods that will be acceptable. "Adequate, alternative means" could include Zoom, a high-capacity telephone conference line, Facebook Live, YouTube Live, and broadcasting on live TV, including local cable access television. The brief delay of approximately 20 seconds when Zoom meetings are streamed to Facebook or YouTube Live is acceptable.

May a public body post a recording or transcript of the meeting afterwards, instead of providing access to the meeting as it is occurring?

The executive order provides that a municipal public body that, for reasons of economic hardship and despite best efforts, is unable to provide alternative means of public access that will enable the public to follow the proceedings in real time, may instead post a full and complete transcript, recording, or other comprehensive record on its website as soon as practicable after the meeting. In light of the various free and low-cost technologies that could be used to provide the public with real time access, the Division of Open Government strongly recommends that a municipal public body consult with our office before determining that it is unable to provide the public with real time access to a meeting.

May public body members meet in person, while requiring the general public to follow the proceedings remotely?

Yes. Section (1) of the executive order allowing public access through adequate, alternative means is independent from Section (2), which allows members of the public body to participate remotely. The public body may conduct its proceedings under the relief provided in section (1) or (2) or both.

If a public body will provide access to its meeting through “adequate, alternative means,” what information must be included on the meeting notice?

Public bodies must continue to post notice of every meeting at least 48 hours in advance of the meeting, not including weekends or state holidays, using the official notice posting method (physical notice or website), even if the clerk's office is closed. The notice must include the “location” of the meeting. If access to the meeting will be provided through “adequate, alternative means,” the meeting notice must include clear instructions for accessing the meeting remotely. A public body may require members of the public to call to obtain access information for the meeting, rather than including such information on the public meeting notice, to minimize Zoom-bombing and similar disruptions. In such situations, the meeting notice must include clear contact information, and members of the public must be able to obtain the meeting access information up to and throughout the duration of the meeting (members of the public cannot be required to register in advance).

What other requirements apply to remote meetings?

The Open Meeting Law regulations governing remote participation, 940 CMR 29.10, remain in effect, except where the Governor's executive order specifically suspends certain requirements. In particular, when any—or all—public body members participate in a meeting remotely, the following requirements apply:

1. At the start of the meeting, the chair must announce the name of the member or members who are participating remotely; such information must also be recorded in the meeting minutes.
2. All votes must be taken by roll call.
3. Members of the public body must be clearly audible to each other and to members of the public at all times.
4. When holding an executive session remotely, the public body must still take all required procedural steps for entering into executive session in open session. At the beginning of the executive session,

each public body member participating remotely must state that no other person is present or able to hear the discussion at the remote location, unless the public body has approved the presence of that individual.

Should the public body encounter technical problems while meeting remotely, the person chairing the meeting may decide how to address the technical difficulties, but is encouraged wherever possible to suspend discussion while reasonable efforts are made to correct any problem that interferes with a remote participant's ability to hear or be heard clearly. If technical difficulties result in a remote participant being disconnected from the meeting, that fact and the time at which the disconnection occurred must be noted in the meeting minutes.

What about public comment, public participation, and public hearings?

The Open Meeting Law does not require that public bodies allow public comment or public participation during meetings -- to the contrary, the Open Meeting Law specifies that nobody shall address the public body without permission of the chair. However, the Attorney General encourages public bodies to allow public comment and/or public participation when feasible. Because the Open Meeting Law does not require that public bodies allow for public comment or public participation during meetings at all, the manner that public bodies may choose to accept comment or questions is outside the scope of the Open Meeting Law. Public hearings, on the other hand, are governed by separate laws that impose additional requirements, and may require opportunity for public comment or testimony. Those requirements are outside the scope of the Open Meeting Law and therefore do not fall within the Division of Open Government's jurisdiction. Public bodies and members of the public should consult with legal counsel for guidance on the requirements for public hearings.