



Water Supply District of Acton

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Board of Water Commissioners

Meeting Agenda

Monday, May 24, 2021 @ 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 Citizens**
- **Approve minutes from meeting of 5/10**
- **Appoint one Commissioner to approve warrants while conducting meetings virtually**

OLD BUSINESS:

- Update on Per- and Poly-Fluoroalkyl Substances (PFAS) and discussion of organizational strategy and planning for contending with PFAS in the District's sources of supply
- Discussion of upcoming Kelley's Corner water infrastructure improvement
- Drought status and status of current outdoor water use restriction

NEW BUSINESS:

- Status of the Water & Land Management Advisory Committee (WLMAC) and discussion of reactivation of the committee

Board of Water Commissioners
Meeting Minutes
Acton Water District
693 Massachusetts Avenue, Acton, MA
Monday, May 10, 2021

AGENDA

- A. Comments from Citizens
- B. Approve minutes from meeting of 4/26/2021
- C. Appoint one Commissioner to approve warrants while conducting meetings virtually

D. OLD BUSINESS:

1. Follow-up and Recap of the Annual District Meeting held on Wednesday, May 5, 2021.
2. Update on Per- and Poly-Fluoroalkyl Substances (PFAS) and Discussion of Organizational Strategy and Planning for Contending with PFAS in the District's Sources of Supply.
3. Update on the Central Acton Water Treatment Plant (CAWTP) Construction Project.

E. 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.

Present at Tonight's Meeting:

Commissioners: Erika Amir-Lin, Barry Rosen (Chair)

District Manager: Chris Allen

District Treasurer: Mary Jo Bates

District Counsel: Mary Bassett

Environmental Manager: Matthew Mostoller

Commissioners Secretary: Lynn Protasowicki

Finance Committee: Chuck Bradley

Acton Selectboard Liaison: Jim Snyder-Grant

Acton Selectboard: David Martin

Citizen:

Kim Kastens

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, May 10, 2021 by Mr. Barry Rosen.

A. Comments from Citizens

Kim Kastens: The Acton Board of Health has been working on modifications to their Article 11 and Article 16 which deal with small changes requirement to ground water protection zones. She noticed that there have been no AWD comments. There will be a public hearing in June. Date hasn't been set yet. It would seem like topics that the District would care about and is suggesting that they attend.

Article 11 is minimum requirement for the disposal of sanitary sewage in unsewered areas.

Article 16 is minimal requirements for activities in within the ground protection zones.

She stated that a representative from Green Acton has attended these meetings but way beyond their knowledge to respond.

Matt Mostoller: we have reached out to the health department for additional information about these changes and have received no call back. We are weighing whether or not we have ability to respond to the changes and whether we need retain a consultant to assist in that. We have had no explanation or backup on what the changes are.

Barry Rosen: are you looking for more explanation from the Health Dept? Matt Mostoller: yes. He would like to understand the rationale about the changes they want to make. Barry Rosen: he will speak with Jim Snyder-Grant to see if they both can get a Health Dept. person to call Matt back.

B. Approve Minutes from Meeting of 4/26

Ms. Amir-Lin motioned to approve the minutes of April 26, 2021. Mr. Rosen seconded the motion, and it was unanimously approved by a roll call vote: Ms. Amir-Lin 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. Ms. Amir-Lin seconded the motion, and it was unanimously approved by a roll call vote: Mr. Rosen and Ms. Amir-Lin.

E. OLD BUSINESS:

1. Follow-up and Recap of the Annual District Meeting held on Wednesday, May 5, 2021.

Ms. Amir-Lin expressed her gratitude to staff for the meeting going off very well. She stated that the venue was good, and procedures were good. Thank you to all that came out to engage in the democratic process. Mr. Rosen would also like to thank staff. He thought the meeting set-up was well done, it was safely done, and there was a smooth process for checking-in. He did note that there were some concerns raised by various citizens about understanding the funding process and where surplus revenue was coming from.

Mr. Allen expressed his gratitude for staff and specifically recognized, Mary Jo Bates for coordination and delegation. Bill Mullin also stated that everyone did a good job.

Mary Bassett was impressed with Bill Mullin's preparation prior to meeting. Kudos to staff.

2. Update on Per- and Poly-Fluoroalkyl Substances (PFAS) and Discussion of Organizational Strategy and Planning for Contending with PFAS in the District's Sources of Supply.

Mr. Mostoller stated that at the last meeting he provided an update through month of March. We mentioned that we would be tripping the new Maximum Contaminant Level (MCL) based on the quarterly average calculation. That did in fact happen. MassDEP reached out to us on April 28th with a draft public notice that was shared with the Board. We have received our final language that was approved as of last Friday and will be working with the printer to get the public notice sent out within the week.

The monthly sample for April – We have the results for North Acton, Conant I, and South Acton. The Clapp-Whitcomb facility was offline for maintenance and was only returned into service the last days of April, so we were able to collect samples on April 30th.

All the results in April were above 20 parts per trillion (ppt) or nanograms/Liter (ng/L), the current state MCL.

- Conant I: 21.1 ppt

- North Acton: 30.23 ppt
- South Acton: 22.49 ppt

All that data has been submitted to MassDEP so they are doing their data review and we anticipate Clapp Whitcomb will be non-detect as that facility has Granular Activated Carbon (GAC) filtration which removes PFAS.

We will be starting our May sampling this week. We shut down North Acton temporarily. We are going to look at getting a lower result for May with some changes to pumping scheme. That won't happen until around the week of May 17th.

Mr. Allen stated that he sent the Board a link to the draft pilot study for PFAS removal technologies at the North Acton Water Treatment Plant (NAWTP) for them to review. He also sent an email to the Board related to PFAS focus working group. The feedback from Counsel is that such a committee with only one member of the board of commissioners and one member of the finance committee it would not be subject to open meeting law. His desire is to have one Commissioner, one Finance Committee member, Mr. Mostoller, Ms. Bates and himself participate in that group and he reached out to Town Manager to recommend that someone from Town of Acton in either Health Department or the Land Use Department, possibly the new Sustainability Director, who could be part of the focus group. This contaminant affects the entire town, so he wants to get them involved, and keep them involved. Mr. Allen believes that the selection could be done off-line, outside of an open meeting.

Mr. Allen mentioned that David Butler officially resigned via an email. Want to thank him for his service all these years on the District's Finance Committee. Thus, the committee is down to two members, Mr. Guthlein and Mr. Bradley.

He would like to get the working group started soon and would like to start planning with some actionable items to bring to open meeting for the Commissioners to deliberate.

Counselor Bassett stated that the Commissioners appoint one of its own or ask for a board member to volunteer in an open meeting.

Mr. Rosen stated that he sent an email to Chris asking him to put this on the May 24th agenda so that the Commissioners can discuss this in an open meeting and Chris can direct us on how he would like to proceed.

Kim Kastens: stated that many months ago she brought forth to the Commissioners asking them to share documents at the open meetings. Sometimes it works and sometimes the documents aren't there. She just wants to reiterate that there is this pilot study you are talking about and new focus group and would like to see some documents on the website (i.e. meeting packet).

Kim Kastens: Strategies on how to cope with PFAS problems in Town. She appreciates how forthcoming and transparent the District has been about PFAS. Ask that in the course of the next round of conversations that there be some discussion about what next on a larger scale for PFAS. Assabet 3 has already been tapped into. The bedrock well has already been tapped into. What happens next? Is there some possibility to getting the town to limit growth? Somehow get that conversation going between Water District and Town; Nagog as shared resource discussions; MWRA need to be approached. She wants to encourage the longer-term perspective which would require closer collaboration with the Town.

Mr. Rosen: responded stating that the group we are talking about is a suggestion to put together a PFAS working group whose task would be to look at longer term solution for how the District and Town would

address the PFAS issue. The District does want to collaborate with the Town more. Jim Snyder-Grant from the Town Selectboard is the liaison to the District, and I am the liaison for the District to the Town Selectboard.

Mr. Allen mentioned that the pilot study is currently in draft form and is not suitable for publishing. And once it is submitted and approved by state regulators it can be made available to the public.

Kim Kastens stated that she is excited for PFAS working group.

3. Update on the Central Acton Water Treatment Plant (CAWTP) Construction Project.

Mr. Allen stated that Waterline Industries, the General Contractor, is indicating that they will be ready to filter water in early July. They are significantly ahead of schedule, several months. They have one piece of equipment (electrical switch gear) that is holding up the schedule. Mr. Allen showed progress photos of the plant.

Contract 2 project: Main Street final paving was done last week. The contractor was going to pave Post Office Square, but the rain put that on hold on it. It should start up this week. All of the service has been transferred to the new 12" pipe. The existing pipe has been repurposed and connected to the relined pipe which will now be the raw water transmission pipe from Conant I. That connection will be the last thing in Contract 2 and will happen sometime after the plant is started up. Plant startup will be accomplished using the Conant II source.

Regarding the construction of the new Wells D & E connecting to the CAWTP: plant our contractor, Waterline Industries, is slightly outpacing the new Bedrock well permitting process. So, Mr. Allen is not sure about timing and how it will tie into plant contract. He had planned on connecting the Bedrock source as a change order to that contract. Contractual Final Completion is not until the end of this year, and thus Waterline will remain under contract until then.

Mr. Rosen: how much testing is required before MassDEP approves the plant?

Mr. Allen stated that everything has to be functional; backup power supply has to be online; water quality has to be compliant with regulation; they would do a rigorous exam before approval. MassDEP currently is not doing in person visits, however. They are doing video chats. So not sure how that will all take place, and what the circumstances related to the Pandemic will be at that time.

Other Business:

Mr. Mostoller stated that the State has removed the drought declaration for the Northeast and Southeast regions. This will not alter our outdoor watering program at this time. Conditions have improved so far for Acton.

Jim Snyder-Grant: he mentioned that the Water Resources Advisory Committee (WRAC) has started meeting again after a year away and started sorting through their "asks and charters" which includes a long-term study of supply and demand. In the past the group has talked about the District giving the Water & Land Management Advisory Committee (WLMAC) a charge to help the WRAC with this. They haven't gotten to that point in the discussion, but it is on its way.

Mr. Rosen motioned to adjourn the open meeting at 7:45 PM. Ms. Amir-Lin seconded the motion and it was unanimously approved by a roll call vote: Ms. Amir-Lin and Mr. Rosen.

Cost estimate for water improvements at Kelley' Corner

Item Number	Total Quantity	Part. Quantity	Non. Part. Quantity	Unit	Description	Unit Price	Participating Total	Non-Participating Total
302.04	75	0	75	FT	4 INCH DUCTILE IRON WATER PIPE (RUBBER GASKET)	\$118.00	\$	\$ 8,850.00
302.06	350	0	350	FT	6 INCH DUCTILE IRON WATER PIPE (RUBBER GASKET)	\$173.00	\$	\$ 60,550.00
302.08	850	0	850	FT	8 INCH DUCTILE IRON WATER PIPE (RUBBER GASKET)	\$142.00	\$	\$ 120,700.00
302.10	25	0	25	FT	10 INCH DUCTILE IRON WATER PIPE (RUBBER GASKET)	\$162.00	\$	\$ 4,050.00
302.12	5,025	0	5,025	FT	12 INCH DUCTILE IRON WATER PIPE (RUBBER GASKET)	\$188.00	\$	\$ 944,700.00
309.	16,000	0	16,000	LB	DUCTILE IRON FITTINGS FOR WATER PIPE	\$8.00	\$	\$ 128,000.00
316.04	20	0	20	FT	4 INCH WATER MAIN REMOVED AND DISPOSED	\$40.00	\$	\$ 800.00
316.06	60	0	60	FT	6 INCH WATER MAIN REMOVED AND DISPOSED	\$44.00	\$	\$ 2,640.00
316.08	40	0	40	FT	8 INCH WATER MAIN REMOVED AND DISPOSED	\$49.00	\$	\$ 1,960.00
316.10	30	0	30	FT	10 INCH WATER MAIN REMOVED AND DISPOSED	\$50.00	\$	\$ 1,500.00
336.075	425	0	425	FT	3/4 INCH PLASTIC WATER PIPE	\$70.00	\$	\$ 29,750.00
336.1	250	0	250	FT	1 INCH PLASTIC WATER PIPE	\$72.00	\$	\$ 18,000.00
336.15	50	0	50	FT	1 1/2 INCH PLASTIC WATER PIPE	\$75.00	\$	\$ 3,750.00
336.2	300	0	300	FT	2 INCH PLASTIC WATER PIPE	\$77.00	\$	\$ 23,100.00
345.8	10,300	0	10,300	FT	8 INCH TEMPORARY SERVICE PIPE	\$70.00	\$	\$ 721,000.00
350.002	3	0	3	EA	2 INCH GATE AND GATE BOX	\$1,200.00	\$	\$ 3,600.00
350.04	2	0	2	EA	4 INCH GATE AND GATE BOX	\$1,675.00	\$	\$ 3,350.00
350.06	10	0	10	EA	6 INCH GATE AND GATE BOX	\$2,000.00	\$	\$ 20,000.00
350.08	6	0	6	EA	8 INCH GATE AND GATE BOX	\$2,875.00	\$	\$ 17,250.00
350.1	1	0	1	EA	10 INCH GATE AND GATE BOX	\$2,810.00	\$	\$ 2,810.00
350.12	18	0	18	EA	12 INCH GATE AND GATE BOX	\$3,260.00	\$	\$ 58,680.00
358.	9	9	0	EA	GATE BOX ADJUSTED	\$288.00	\$ 2,412.00	\$ -
358.2	23	0	23	EA	GATE BOX REMOVED AND DISPOSED	\$145.00	\$	\$ 3,335.00
363.075	15	0	15	EA	3/4 INCH CORPORATION COCK	\$550.00	\$	\$ 8,250.00
363.1	6	0	6	EA	1 INCH CORPORATION COCK	\$1,375.00	\$	\$ 8,250.00
363.15	1	0	1	EA	1-1/2 INCH CORPORATION COCK	\$1,700.00	\$	\$ 1,700.00
363.2	6	0	6	EA	2 INCH CORPORATION COCK	\$960.00	\$	\$ 5,760.00
367.04	2	0	2	EA	4 INCH CAST IRON PLUG	\$300.00	\$	\$ 600.00
367.06	11	0	11	EA	6 INCH CAST IRON PLUG	\$550.00	\$	\$ 6,050.00
367.08	4	0	4	EA	8 INCH CAST IRON PLUG	\$775.00	\$	\$ 3,100.00
367.1	1	0	1	EA	10 INCH CAST IRON PLUG	\$290.00	\$	\$ 290.00
367.12	1	0	1	EA	12 INCH CAST IRON PLUG	\$950.00	\$	\$ 950.00
373.001	100	0	100	FT	PIPE INSULATION FOR BURIED WATER	\$95.00	\$	\$ 9,500.00
376.	9	9	0	EA	HYDRANT	\$6,500.00	\$ 58,500.00	\$ -
376.2	1	1	0	EA	HYDRANT - REMOVED AND RESET	\$3,200.00	\$ 3,200.00	\$ -
376.4	8	8	0	EA	HYDRANT - REMOVED AND DISPOSED	\$900.00	\$ 7,200.00	\$ -
381.	25	0	25	EA	SERVICE BOX	\$305.00	\$	\$ 7,625.00
381.2	24	0	24	EA	SERVICE BOX REMOVED AND STACKED	\$100.00	\$	\$ 2,400.00
381.3	1	1	0	EA	SERVICE BOX ADJUSTED	\$210.00	\$ 210.00	\$ -
384.	25	0	25	EA	CURB STOP	\$458.00	\$	\$ 11,450.00

Total Water District Work \$ 2,244,300.00

BY-LAWS

As (adopted and amended to March, 2000)

- i. The Annual Meeting of the Water Supply District will be held on the third Wednesday of March, of each year for the transaction of the necessary business connected with the District, and Election of Officers will be held on the last Tuesday of March of each year. The time and place of holding such election and vote shall be stated in the warrant for the Annual Meeting and such election and vote shall be deemed part of the Annual District Meeting.
- ii. All meetings may be called by a majority of the Board of Water Commissioners, directed to the Clerk, or as specified in Chapter 326 of the Acts of 1912, Section 8.
- iii. All warrants shall be posted at least fourteen (14) days before the time of the meeting.
- iv. The Clerk will preside at each meeting until a Moderator is chosen.
- v. At each Annual Election Day there will be elected by ballot, one Commissioner for a term of three years, a Clerk and a Moderator who will serve for one year.
- vi. If a vacancy should occur for any cause in the office of Clerk, Treasurer, or any other officer of the District except the Board of Water Commissioners, it may be filled for any such unexpired term by the Water Commissioners.
- vii. The Board of Commissioners will annually in the report of the District, give an estimated budget for the ensuing year.
- viii. a. The moderator will appoint a Finance Committee to advise the Commissioners. The Committee will consist of three voters of the District and will be appointed in the following manner:

One member will be appointed for one year;
One member will be appointed for two years; and
One member will be appointed for a term of three years.

Thereafter, each appointment will be for a term of three years.
- b. No member of the Finance Committee may serve any other standing committee of the District or the Town of Acton having to do with expenditure of funds.
- c. The Finance Committee will review the budget for the Annual Meeting and will make recommendations to the Commissioners on any matters of a financial nature arising out of an Annual or Special Meeting, and will make recommendations as to the long range fiscal plans of the District.
- ix. The Commissioners will appoint annually a Treasurer/Collector, which office will have all the powers and duties conferred by law upon a Collector of Taxes and District Treasurer.
- x. Any person violating any order restricting water use imposed by vote of the Commissioners will be fined not more than \$200.00 for each offense, which will inure to the District for such uses as the Commissioners may direct. Fines will be recovered by indictment or on a complaint before a District Court, or by non-criminal disposition in accordance with section Twenty-one D of Chapter 40 of the General Laws. Every day that such violation continues will constitute a separate offense.
- xi. a. **A five member Water-Land Management Advisory Committee is hereby established. Two members to be appointed by the Commissioners for a term of three years, two members to be appointed by the Moderator of the District for a term of two years, one member to be appointed by the Selectmen for a term of one year. Thereafter, each appointment will be for a term of three years.**

- b. The Advisory Committee will review and make recommendations to the Commissioners on matters relating to water and land management policies of the District, and will make recommendations to the Commissioners on any matter relating to agreement authorized under the "By-Law to Regulate the Removal of Sale, of Sand and Gravel, from Lands in District Use", and will undertake such other tasks related to water and land management as the Commissioners deem appropriate.
- xii No person will turn on or tamper with a water main or hydrant or other device used for water supply or install a bypass around a water meter without first procuring a written permit to do so from the Manager of the Water District. Any person violating said section will be fined not more than \$200.00 for each offense, which will inure to the District for such uses as the Commissioners may direct. Fines will be recovered by the indictment, on complaint before the District Court, or by non-criminal disposition in accordance with Section 21D of Chapter 40 of the General Laws. Every day that such violation continues will constitute a separate offense. This section will not curtail the fire department or Water District in the normal course of providing fire protection or water supply.
- Xiii
 - a. No person will maintain upon premises which they own or occupy, a physical cross connection between distribution system of a public water supply, the water which is being used for drinking, domestic, or culinary purposes, and the distribution system of any unapproved water supply, unless the installation has been reviewed and approved by the Water District and permits have been issued in accordance with the Drinking Water Regulations of the Department of Environmental Quality Engineering.
 - b. That the Water District will have the authority to terminate any water source to any facility where cross connections are maintained without required backflow prevention devices which have been approved by the District.
 - c. That the Commissioners will enact such Cross Connection Control Program and Regulations as are necessary to protect the public potable water supply served by the District from the possibility of contamination or pollution by isolating within its customer's internal distribution system, such contaminants or pollutants which could backflow or back-siphon into the public water system; and to promote the elimination or control of existing cross connections between its customers; in-plant potable water system, and non-potable water system; and to provide for maintenance of a continuing program of cross connection control which will effectively prevent the contamination or pollution of all potable water systems by cross connection.
- xiv The District authorizes the Commissioners to establish quarterly due dates for payment of water charges and bills, and authorizes the Commissioners to fix a rate of interest which accrue if such charges or bills remain unpaid after such due dates, provided, however, such rate of interest may not exceed the rate of interest which may be charged on tax bills under the provision of Section 57 of Chapter 59, Massachusetts General Laws, as amended.

xv Section I - Authority:

This By-Law is adopted by the District under Chapter 326 of the Acts of 1912, its police powers to protect public health and welfare and its specific authorization under Massachusetts General laws Ch. 41, Section 69B; Ch. 40 Section 41A.

Section II – Purpose:

The purpose of this By-Law is to protect, preserve, and maintain the public health, safety and welfare whenever there is a state of water supply emergency in force, by providing for enforcement of any duty imposed restrictions, requirements, provisions or conditions imposed by the District or by the Department and included in the District's plan approved by the Department of Environmental Protection to abate the emergency.