

Commissioners
Robert E. Corey
William L. Morin
Chairman - William "Zee" Zielinski

Michael Sheu
Superintendent

John M. Hudzik
Field Service Manager
Primary Distribution Operator

Debra H. Vinal
Treasurer

MINUTES

SEPTEMBER 20, 2017

The meeting was called to order at 6:00 PM

PRESENT:

Commissioners William Zielinski/Chairman, and William L. Morin. Superintendent Michael K. Sheu, Field Services Manager John Hudzik, Treasurer Debbie Vinal, District Counsel Arthur C. Sullivan Jr. and Roland L. Milliard, and Secretary Jayne Boissonneault

ABSENT: Commissioner Robert E. Corey

MINUTES:

Secretary Jayne Boissonneault pointed out an omission of Commissioner Corey's motion regarding water rates charged to parks in the August 16, 2017 minutes, page 6 of 8 as follows: "Commissioner Corey made a motion that all parks be charged the same rate from this point forward. Seconded by Commissioner Morin. Motion passed unanimously."

Commissioner Morin made a motion to accept the minutes of August 16, 2017 as amended. Seconded by Commissioner Zielinski. Motion passed two to one, Commissioners Morin and Zielinski in favor; Commissioner Corey absent.

District Counsel Roland Milliard provided the Board with copies of Correspondence to the Town Manager regarding Water Rate to Dracut Public Parks. All agreed the last sentence should read "This new, reduced rate will be in effect from the current billing cycle, forward.", and authorized the Superintendent to send the letter, as amended by District Counsel, to the Town Manager.

APPOINTMENTS:

Community Input:

None

The Commissioners agreed to take the agenda out of order to hear the Treasurer and Superintendent's report prior to appointments.

TREASURER’S REPORT:

Treasurer Debbie Vinal provided a detailed written report, pointing out as of August 31, 2017 revenues were under by 0.04% and expenses over by 2.78%. Mrs. Vinal explained expenses are over because she takes full advantage of significant discounts offered for payments in full vs. monthly/quarterly payments this time of year.

The Treasurer informed the Board the District’s audit was completed last week, and provided the Board with a report of estimated free cash in the amount of \$1,011,936.00.

Commissioner Morin made a motion to accept the Treasurer’s report as presented. Seconded by Commissioner Zielinski. Motion passed two to one, Commissioners Morin and Zielinski in favor; Commissioner Corey absent.

SUPERINTENDENT’S REPORT:

Tyngsboro and New Boston Well Fields:

Superintendent Michael Sheu provided the Board with copies of all contracts for work at the Tyngsboro and New Boston Well Fields.

Undersized Water Main Projects:

Field Services Manager John Hudzik reported work has begun on Phase 1 (Harlem, Sparks & Gilmore Streets) and is expected to be completed by the end of October; Phase 2 (Park and Parkvale Terrace and Park Avenue) is actually ahead of Phase 1 at this point, also expected to be completed by the end of October; and Phase 3 (Vermont Avenue, Lakeview Terrace, and Beacon Street) will begin on Monday, September 25th, also expected to be completed by the end of October.

Proposal of a new 16” water main from TWF through Norris Rd/Lawrence Ave to Lakeview Ave:

Superintendent Michael Sheu stated this project was approved by the Board at the last meeting, and he is happy to report the District should have the money for this project within the budget. As shown by the Treasurer’s report earlier this evening, the District has a lot of money in free cash. With very careful planning and budgeting, the District already has \$3M for this project, which will cost approximately \$4.5M total.

Metering Replacement Project:

Mr. Sheu stated the Board also approved this project at their last meeting. Weston & Sampson will complete the specifications and should be prepared to present their report to the Board for review by mid-November. Mr. Sheu stated he expects the District should be able to move forward on this project by the spring.

Water Management Act Application:

Mr. Sheu reported Tighe & Bond has begun work on the District’s master plan. DEP is using a baseline from 2005 for the WMA application. Mr. Sheu stated the District will present their argument regarding DEP using a baseline from 12 years ago, and believes that DEP will work with the District and their consultants. In order for the District to be

SUPERINTENDENT'S REPORT (Cont'd):

Water Management Act Application (cont'd):

able to present their case with DEP, we will have to have strong water conservation plans in place, including leak detection. Mr. Sheu will update the Board on the District's Water Management Act application as this project moves forward.

Security Issues Tyngsboro Wellfield and State Forest Pump Station:

Mr. Sheu informed the Board security issues related to ATV use in Tyngsboro continue, despite all efforts on the part of the District, from posting signs to putting up concrete barriers. The Tyngsboro Police Department has suggested the District install security cameras. Discussion ensued regarding hiring a police detail on weekends, which would be very expensive, and will not resolve the matter, as security issues would continue either in another area and/or in the same area once the police leave.

Mr. Sheu provided the Board with information on a grant application offered by the District's insurance carrier, MIIA, for up to \$10,000, with an application deadline of November 2nd. District Counsel Roland Milliard stated his experience has been that you cannot positively identify people on the security camera. Commissioner Morin suggested hiring a security guard, who could call police to let them know when ATV users are in the posted property.

Mr. Sheu emphasized the police department recommended security cameras and that the cameras he is recommending are 5 pixels, which should produce a good quality picture. The Commissioners asked that Mr. Sheu request that the video surveillance company provide pictures taken with this camera at different distances for the Board's review at the next meeting.

Part Time Position:

Mr. Sheu informed the Board one of the District's part-time seasonal employees has requested to stay on with the District 2 days a week. Field Services Manager John Hudzik stated there is plenty of work to be done and the District could use him. All agreed. Commissioners Morin and Zielinski authorized Ryan Mercier to work up to 16 hours per week on a temporary, part-time basis with no benefits.

DWSD Office Building Repair:

Mr. Sheu showed the Board the thin amount of sealant used previously along the fascia board at the DWSD Office Building. The contractor is putting more/better quality sealant along the whole building, all of which will be paid for by the insurance company.

The Commissioners asked Mr. Sheu to see how much more it would cost for the contractor to sodder the back portion of the building.

Commissioner Morin made a motion to accept the Superintendent's report as presented. Seconded by Commissioner Zielinski. Motion passed two to one, Commissioners Morin and Zielinski in favor; Commissioner Corey absent.

APPOINTMENTS:

7:00 PM Attorney George Malonis & Client regarding Land Exchange:

Attorney George Malonis introduced his client, Joe Carter, stating Mr. Carter owns the land depicted as Lot 72 on copies of a plot plan provided to the Board for review. Mr. Carter would like to “swap” a portion of this land with abutting land owned by the DWSD. Attorney Malonis and Mr. Carter stated they are aware there may be hurdles to overcome with DEP such as addressing Well Head Protection, and wetlands protection, but want to begin with whether or not the DWSD would be interested. Commissioner Morin stated he would have to physically go out to see the property in questions. Commissioner Zielinski stated since the DWSD was established in 1905 they have never sold off any land that he is aware of.

Superintendent Michael Sheu stated he would have to look into sewer and Town water, as well as talk to engineers Weston & Sampson about how this would impact the DWSD’s system. Once Mr. Sheu has talked to Weston & Sampson, he will relay the information to Attorney Milliard, who will contact Attorney Malonis. Attorney Malonis and Mr. Carter thanked the Board for their time and consideration.

7:10 PM Ray Mead/Genesis Health Care, 55 Loon Hill Rd., Application for Water:

Ray Mead, Vice-President of Genesis Health Care, construction and development informed the Board he was present this evening to present plans for a four-story, 120 bed rehabilitation facility at 55 Loon Hill Rd., which is in the design process. Mr. Mead stated the Town Engineer contacted him to let him know he would need to stub in his utilities by mid-November. Discussion ensued, and Mr. Mead was informed a fire flow test should be done as soon as possible, and there will need to be two separate services; one for fire, and one for domestic use.

Chairman Zielinski passed the gavel to Acting Vice-Chairman Morin. Commissioner Zielinski made a motion to allow Genesis Health Care to proceed with tying on to the 8” fire protection line and 4” domestic line, contingent upon receipt of engineered as built plan, use of DWSD bonded installer, District Counsel’s approval of easement, payment of tie in fees prior to construction, and in accordance with all Rules and Regulations of the DWSD; System & Development Fees to be determined at a later date. Seconded by Acting Chairman Morin. Motion passed two to one, Commissioners Zielinski and Morin in favor; Commissioner Corey absent. Commissioner Morin returned the gavel to Chairman Zielinski.

Field Services Manager John Hudzik provided Mr. Mead with a list of DWSD bonded installers.

APPOINTMENTS (Cont'd):

8:00 PM Joel Kahn/LGH Application for Water Service – 9 Loon Hill Rd.:

Joel Kahn of Equity Alliance, LLC stated he was present this evening representing LGH off campus development and real estate assets. Mr. Kahn informed the Board LGH's Loon Hill Rd. project has been approved by the Planning Board. Mr. Kahn stated LGH worked with the Arbors, who envisioned LGH's medical office building to be a compliment to their project. LGH had hoped to tie in to the water line within the same property as the Arbors. Mr. Kahn stated an easement is being granted by the Arbors, who recognize if the water had to be turned off at the street, water would be turned off on both properties. Mr. Kahn also stated he is not asking that the easement be reviewed and voted on this evening, as legal counsel just received the draft easement agreement late this afternoon. Discussion ensued, and Mr. Kahn was informed the DWSD needs an as-built plan.

Chairman Zielinski passed the gavel to Acting Vice-Chairman Morin. Commissioner Zielinski made a motion to allow Joel Kahn of Equity Alliance to proceed with tying on to the 8" fire protection stub and 4" domestic stub, contingent upon receipt of engineered as built plan, use of DWSD bonded installer, District Counsel's approval of easement, payment of tie in fees prior to construction, and in accordance with all Rules and Regulations of the DWSD; System & Development Fees to be determined at a later date. Seconded by Acting Chairman Morin. Motion passed two to one, Commissioners Zielinski and Morin in favor; Commissioner Corey absent. Commissioner Morin returned the gavel to Chairman Zielinski.

Field Services Manager John Hudzik provided Mr. Kahn with a list of DWSD bonded installers.

DISTRICT COUNSEL'S REPORT:

New Office Building Close-Out/Update – Coughlin Heirs:

Nothing new to report

Acts/Bylaws Update:

Tabled

Hearthstone Lane – Total cost to the District:

Nothing new to report

State Forest Legislative Filing:

Nothing new to report

Solar Net Metering Proposal:

Attorney Milliard informed the Board he spoke with Attorney Richard Holland of KP Law, who suggested the bottom line is the proposal currently before the Board is a good deal. Attorney Milliard will contact Attorney Holland to let him know the Board is interested in hearing what he has to say about the proposal, and to invite him to the next meeting.

DISTRICT COUNSEL’S REPORT (Cont’d):

Other:

SDF Fees/define “Unit”:

At the last meeting, the Commissioners requested District Counsel review the Bylaws for the definition of a “unit” and report back to the Board at the next meeting. Discussion ensued regarding SDF fees for individuals and for businesses. All agreed to table discussion regarding SDF fees to a future meeting, with a full Board present.

Commissioner Morin made a motion to accept District Counsel’s report as presented. Seconded by Commissioner Zielinski. Motion passed two to one, Commissioners Morin and Zielinski in favor; Commissioner Corey absent.

OLD BUSINESS:

District Counsel’s Contract(s):

Tabled

Water Conservation:

Ongoing

NEW BUSINESS:

Fluoridation:

Tabled

State Reviews: John Laffy and John Hudzik:

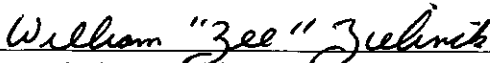
Tabled

Meeting Schedule:

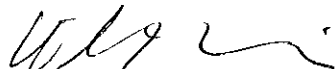
Chairman Zielinski announced the next meetings scheduled as follows:

Wednesday, October 11, 2017	6:00 PM DWSD/Main Office Conference Rm.
Wednesday, November 15, 2017	7:00 PM DWSD/Main Office Conference Rm.

Commissioner Morin made a motion to adjourn the meeting at 8:20 PM. Seconded by Commissioner Zielinski. Motion passed two to one, Commissioners Morin and Zielinski in favor; Commissioner Corey absent.



Commissioner William "Zee" Zielinski, Chairman



Commissioner William L. Morin, Acting Vice-Chairman