



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

Michael Sheu
Superintendent

John M. Hudzik
Field Service Manager
Primary Distribution Operator

Debra H. Vinal
Treasurer

MINUTES

APRIL 12, 2017

The meeting was called to order at 6:30 PM

A moment of silence was held in memory of Michael Blatus, former DWSD Clerk.

PRESENT:

Commissioners William L. Morin/Chairman, Robert E. Corey/Vice-Chairman, and William "Zee" Zielinski. 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

MINUTES:

Commissioner Corey made a motion to accept the Minutes of March 20, 2017 as presented. Seconded by Commissioner Zielinski. Motion passed unanimously.

COMMUNITY INPUT:

None

CORRESPONDENCE:

None

TREASURER'S REPORT:

To be addressed under Warrant Articles

SUPERINTENDENT'S REPORT:

Tyngsboro and New Boston Well Fields:

Redevelopment/TWF Well #2:

Superintendent Michael Sheu reported Weston & Sampson CMR group started the Chemical Cleaning at TWF #2 on February 5, 2017, and the well was placed back in service on March 13, 2017.

SUPERINTENDENT'S REPORT (Cont'd):

Redevelopment/NBWF Well #1:

Mr. Sheu reported the Maher Company began work on NBWF Well #1 on February 17, 2017. The underwater camera showed that there was a crack in the screen. Parts and equipment were ordered and installed and the work completed on April 11, 2017. This well will be put back into service after samples are tested and free of Total Coliform.

Mr. Sheu provided the Board with detailed information relative to the current and potential pumping rates from TWF Well #2 and #3, pointing out that both wells have the potential to more than double their yield and would like the Commissioners to consider fully funding the redevelopment and/or replacement of both wells. Mr. Sheu stated the District would save money in the long run because they will not be buying water from Lowell.

Undersized Main Replacement:

Mr. Sheu reported J. P. Cardillo started the Phase 2 work for the undersized water main replacement project this week. The Board agreed to accept Woodard & Curran's recommendation regarding J.P. Cardillo's change order in the amount of \$13,000 vs. \$33,000.

Master Plan RFP Update:

Water Management Act (WMA) Permit Renewal:

Mr. Sheu reminded the Board the District's WMA permit will expire on 11/30/2018 and that the application and data must be provided to DEP by December 1, 2017. Mr. Sheu emphasized that this WMA permit will determine the District's operation for the next twenty years, and recommended the District appoint an engineering consultant as soon as possible.

Mr. Sheu provided the Board with a copy of Tighe & Bond's WMA Permitting Proposal, and recommended the Board vote to hire Tighe & Bond for Phase 1 and Phase 2, a total of \$58,200.00 for both phases. Discussion ensued regarding increasing the District's permit up to 5 mgd. Mr. Sheu stated he will work closely with Tighe & Bond to achieve this goal, and to convince DEP that in addition to projected population increases, the DWSD could provide emergency back-up for the City of Lowell, Methuen, and Kenwood Water Departments.

Commissioner Zielinski stated he understands that the District needs the professional expertise with the WMA permit, but would like more information on the cost of an ENF and EIR, etc. Mr. Sheu stated he will get more detailed information from Tighe & Bond relative to examples where increased costs could and/or should be anticipated, and asked that the Board consider voting to fund Phase 1 of the WMA permit proposal so that work can begin. Mr. Sheu stated he has worked with Tighe & Bond in the past and his experience has been that they are a reputable firm.

Master Plan RFP Update (Cont'd):

Commissioner Zielinski made a motion to hire Tighe & Bond to conduct Phase 1 of the DWSD's WMA Permit for Renewal in the amount \$25,000.00. Seconded by Commissioner Corey. Motion passed unanimously.

Master Plan RFP Update:

Mr. Sheu asked the Board if they have reviewed the DWSD Master Plan proposals along with the side by side comparison provided of the three proposals, and if the Board is prepared to vote this evening. Mr. Sheu emphasized the importance of convincing DEP of the need to increase the District's WMA Permit to 5 or 6 mgd. Several critical points such as replacing/repairing the 12" transmission line out of the TWFs were addressed. Mr. Sheu provided a map depicting the water system out from the TWFs, suggesting that the District may be able to create an 8" bypass from Norris to Lawrence Road, and then take the 12" off line for repair or replacement. Discussion ensued regarding whether or not an 8" main could adequately provide enough water/pressure to the system. Mr. Sheu will invite Woodard & Curran to the next meeting (after Annual Meeting) so that they can address any questions and/or concerns the Board and staff have.

Mr. Sheu agreed the Master Plan RFPs are costly, however, we need to keep in mind this is a one-time expense to provide a map for improving the system over the next twenty years. Commissioner Morin passed the gavel to Vice Chairman Corey and made a motion to award Tighe & Bond the DWSD Master Plan update in the amount of \$60,500.00. Seconded by Commissioner Corey. Motion passed unanimously.

Draft 2016 CCR:

Commissioner Corey made a motion to accept the 2016 Consumer Confidence Report as presented. Seconded by Commissioner Zielinski. Motion passed unanimously. Mr. Sheu stated the CCR will be posted on the website and available via email. Hard copies will be provided upon request. Copies will also be made available at the DWSD, Town Hall, Library, Council on Aging and Dracut Housing Authority.

Birchmont Booster Pump Station (BBPS) Update:

Mr. Sheu stated he met with District Counsel and reported the Tyngsboro Water District is eager to complete this transfer of ownership to the District. Commissioner Zielinski stated he wants a final inspection before the District takes the BBPS over. District Counsel stated the District already sent Woodard & Curran out to inspect all of the equipment, and that both parties want to make this transition as easy as possible. The Tyngsboro Water District has agreed to continue to do readings and conversions from gallons to cubic feet until the District is able to convert all meters. If customers owe any money to the Tyngsboro Water District (TWD) at that time, that will be between the TWD and the customer. The plan is that as of March, 2017 all DWSD readings will begin at "0". Attorney Milliard stated Attorney Bowen (TWD's Attorney) was not able to be present at their last meeting. Commissioner Zielinski asked if the Tyngsboro Board of Selectmen have been notified the DWSD is taking the BBPS over and if not, District Counsel needs to inform them. The Board agreed District Counsel will contact both Attorney Zaroulis, Counsel for the Town of Tyngsboro, and Attorney Bowen, Counsel

Birchmont Booster Pump Station (BBPS) Update (Cont'd):

for the Tyngsboro Water District, and will ask that Tyngsboro Town Counsel Zaroulis inform their Board of Selectmen. The Board agreed the Birchmont Booster Pump Station Transfer Agreement is acceptable to them as presented, and authorized the Superintendent and Chairman to sign the agreement once all parties have been notified.

Other:

Fluoridation Law:

Mr. Sheu provided the Board with copies of the law governing fluoridation in the public water supply “FYI”, pointing out that the local Board of Health is the decision maker in fluoridating or not fluoridating a community.

Redevelopment of TWF Well #3:

The Commissioners authorized the Superintendent to move forward with cleaning of TWF Well #3.

Summer Intern Positions:

The Commissioners authorized four summer positions (two for hydrant painting and two for landscaping) beginning through June 1, 2017 through September 1, 2017. The Treasurer will look into the cost of hiring a State Police detail for Broadway Road in order to keep District employees safe while painting those hydrants.

Commissioner Corey made a motion to accept the Superintendent’s report as presented. Seconded by Commissioner Zielinski. Motion passed unanimously.

TREASURER’S REPORT:

Treasurer Debbie Vinal provided the Board with a detailed financial report ending March 31, 2017, pointing out receivables are at 96.05%, over by 21.05% for collections and expenses are at 64.25%, under by 10.75%.

Commissioner Zielinski made a motion to accept the Treasurer’s report as presented. Seconded by Commissioner Corey. Motion passed unanimously.

DISTRICT COUNSEL’S REPORT:

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

Nothing new to report

DWSD Acts & Bylaws Update:

Tabled

Hearthstone Lane - Total cost to the District:

District Counsel reported they have started working on filing a complaint in small claims court, as discussed at the last meeting.

DISTRICT COUNSEL'S REPORT (Cont'd):

Birchmont Booster Pump Station Update:

Addressed under Superintendent's report

Aqua Line Utility/Review of contract & request for extension:

District Counsel reported Woodard & Curran had to reschedule their meeting regarding Aqua Line Utility and will report back to the Board at the next meeting.

State Forest Legislative Filing:

Attorney Sullivan reported he is working on a memo to DCAM to clean up the language on the easement.

Update on Solar Net Metering Proposal:

Attorney Milliard informed the Board he received a call from Todd Bard asking why the DWSD did not accept his previous proposal. Attorney Milliard informed Mr. Bard the bottom line was the Commissioners are not interested in making a 20 year commitment where they may be any risk. Mr. Bard informed Attorney Milliard he has a new project that requires a 25 year commitment, but there is no floor, which means there is no possibility of the District losing their 30% discount for the duration of the contract.

The Commissioners instructed Attorney Milliard to let Mr. Bard know they need some time to consider this new proposal, and perhaps invite both Mr. Bard and Mr. Michelman to a meeting after the District's Annual Meeting.

Commissioner Zielinski made a motion to accept District Counsel's report as presented. Seconded by Commissioner Corey. Motion passed unanimously.

OLD BUSINESS:

Warrant Articles for Annual Meeting 2017:

Reviewed

NEW BUSINESS:

Vote to accept & sign Election and Annual Meeting Warrant:

Commissioner Corey made a motion to sign the 2017 Election and Annual Meeting Warrant as presented. Seconded by Commissioner Zielinski. Motion passed unanimously.

Vote on Donation to Harmony Hall for use of building for Annual Meeting:

Commissioner Corey made a motion for the District to make a donation to Harmony Hall in the amount of \$250. Seconded by Commissioner Zielinski. Motion passed unanimously.

Hiring of Summer Interns:

Addressed under Superintendent's report

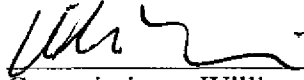
Meeting Schedule:

Chairman Morin announced the next meeting is scheduled as follows:

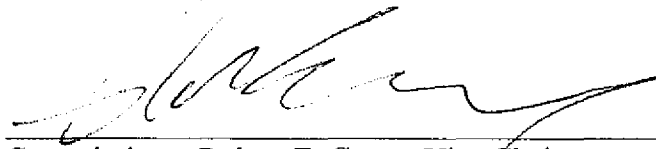
Saturday, May 6, 2017

7:30 AM Harmony Hall, 1600 Lakeview Ave

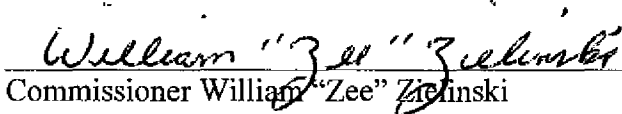
Commissioner Corey made a motion to adjourn the meeting at 8:50 PM. Seconded by Commissioner Zielinski. Motion passed unanimously.



Commissioner William L. Morin, Chairman



Commissioner Robert E. Corey, Vice Chairman



Commissioner William "Zee" Zielinski