



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

APRIL 9, 2019

The meeting was called to order at 6:30 PM

PRESENT:

Commissioners William "Zee" Zielinski/Chairman, Robert E. Corey/Vice-Chairman, and William L. Morin. Superintendent Michael Sheu, Field Services Manager John Hudzik, Treasurer Debbie Vinal, Office Manager/HR Manager Kelley Chasse, District Counsel Arthur C. Sullivan Jr. and Roland L. Milliard, and Recording Secretary Jayne Boissonneault.

MINUTES:

Tabled until next meeting.

APPOINTMENTS:

None

Community Input:

None

2019 WARRANTS:

Warrant Articles for the Annual Meeting to be signed. Harmony Hall all set for annual meeting. DWSD will be arriving at 7:00am.

WESTERN AND SAMPSON:

Western & Sampson (W&S) is invited to present a proposal for the design of Manganese Treatment Facility. W&S provided the following examples for design experience: In design phase for green sand project for Pepperell. Doing a pilot plant for CT Water. Finished a plant for Norton which was 3MGD which is under construction. Working on

PFAS for Portsmouth/Pease (2MGD). Plant in Chatham that has been operating for a year.

W&S states that a pilot test is needed to decide whether to go with green sand or biological treatment. Suggested piloting both at the same time and then compare. Need to schedule pilots with Blue Leaf. Once pilot data comes back, W&S can proceed with the final design.

W&S will need two to three weeks to put a proposal with cost together. W&S will present their proposal in one of the Board meetings once the proposal is completed.

TREASURER'S REPORT:

Receivables are at 80%, 5% over and expenses are at 60%, under 15%. Audit report recommends a committee be created for the retirement fund.

Motion by Commissioner Corey to accept the Treasurer's Report, seconded by Commissioner Morin. Motion passed unanimously.

SUPERINTENDENT'S REPORT:

Tyngsboro and New Boston Well Fields:

Well # 1 has an electrical leak. Motor is defective. Maher to replace pump, to take 2 weeks.

Project of a new 16" water main from TWF through Norris Road/Lawrence Ave to Lakeview Ave:

Agreement with Town of Tyngsboro to pave, originally \$200K, now \$206K. Mr. Sheu explained that \$206K is still under budget for this project. The Board agrees that the decision is within the Superintendent's discretion.

Meter Replacement Project:

The homeowner of 15 Cedar Grove Ave does not want a smart meter to be installed. Need to develop a policy for a manual read of a meter. Tabled from last meeting. To charge \$100 for meter installation and \$25/quarter to read the meter. If there's a problem reading the meter 4 times, a frequency read meter will be installed. If the customer doesn't allow the meter to be installed, the service will be disconnected.

Motion to approve this new policy made by Commissioner Morin, seconded by Commissioner Corey. Motion passed.

DISTRICT COUNSEL'S REPORT:

New Office Building Close-Out/Coughlin Heirs:

Nothing new to report

Hearthstone Lane – Total cost to the District:

Motion to move to the civil docket was allowed. The clerk will schedule a case management conference. No limit on claims when moved to the civil docket.

Water Main Improvements at Tennis Plaza/Easement:

Given until April 30th to do the work on the easement. No activity noted.

Motion to approve District Counsel report made by Commissioner Morin, seconded by Commissioner Cory, motion passed.

OLD BUSINESS:

AWWA Annual Conference:

We have not budgeted for the AWWA meeting this year. An Article is needed in this Annual Meeting to transfer money to the Out of State Travel Account. Mr. Sheu suggests that New England Water Works has an annual meeting in Rockport, ME., 3rd week of September. If we can win this again, go to the AWWA meeting next year. All Commissioners accept Mr. Sheu's suggestion.

Tighe & Bond: Master Plan:

T&B has already provided a proposal for Manganese Treatment Facility Design Service (Task 1). Mr. Sheu has requested T&B to break down the proposal into smaller Tasks. The new proposal includes the assistance for SRF funding application (\$6K), pilot study for green sand filtration (\$46K), and for additional pilot study for biological treatment (\$20K). The total is \$72K. Commissioners will review this proposal after W&S has presented their proposal for comparisons.

Water Rate increase:

A 5% increase in the water rates is needed to balance the budget for next year. The last water rate increase was in 2015. Across the board agrees that 5% increase of all water rates and fees.

Motion to increase 5% in the water rates and fees made by Commissioner Morin, seconded by Commissioner Corey. Motion approved.

NEW BUSINESS:

Proposal of Operating Kenwood Water System:

No activity

State Forest Storage Task Repair Project

Will follow up with SUEZ to find out when the repair will be started. .

Past Due Accounts. 143-145 Primrose Hill and 1 Daybreak

Both accounts have medical issues. Liens are in place. Property at 1 Daybreak has made a couple of payments.

Meeting Schedule:

Chairman Zielinski announced the next meetings are scheduled as follows:

Wednesday, April 24, 2019 Bylaw Subcommittee Meeting	5::30 PM	DWSD/Main Office Conference Rm.
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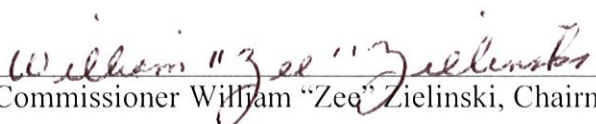
Saturday, May 11, 2019 Regularly Scheduled Meeting	7:00 PM	Harmony Hall.
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Saturday, May 11, 2019 District Annual Meeting	9:00 PM	Harmony Hall.
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Wednesday, May 22, 2019 Bylaw Subcommittee Meeting	5:30 PM	DWSD/Main Office Conference Rm.
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Wednesday, May 22, 2019 Regularly Scheduled Meeting	6:30 PM	DWSD/Main Office Conference Rm.
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Commissioner Corey made a motion to adjourn the meeting at 7:58 PM.



Commissioner William "Zee" Zielinski, Chairman

Commissioner Robert E. Corey, Vice-Chairman



Commissioner William L. Morin