



*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

**JULY 12, 2017**

The meeting was called to order at 7:05 PM

### PRESENT:

Commissioners William Zielinski/Chairman, Robert E. Corey/Vice-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

### MINUTES:

Commissioner Corey made a motion to accept the Minutes of June 6, 2017 as presented. Seconded by Commissioner Morin. Motion passed unanimously.

### COMMUNITY INPUT:

None

### APPOINTMENTS:

#### **7:10 Dracut DPW: Request to provide water to the Matthew Boule Memorial Park**

State Representative Colleen Garry was present, representing the Matthew Boule Memorial Park Committee. Representative Garry informed the Board this all volunteer committee has done a tremendous job with the park and have raised over \$80,000 for the monument and walkways, and will soon be adding benches. Trees and flowers are being planted, which have to be watered every single day, especially during the hot summer months. Volunteers are having a very difficult time trying to bring enough water to the park on a day to day basis for watering, and the committee is asking the DWSD for help. Representative Garry turned the discussion over to the Town's DPW Director, Ed Patenaude.

Mr. Patenaude reported there is a water line in the park already. DWSD Field Services Manager John Hudzik confirmed this, and informed the Board the shut off for the water line is very close to the street, and it would be very easy to open the line and put a meter on it. Mr. Hudzik added the existing line would be more than adequate for the park.

**APPOINTMENTS (Cont'd):**

**7:10 Dracut DPW: Request to provide water to the Matthew Boule Memorial Park**

Commissioner Morin stated the DWSD certainly wants to do their part for the park, and though the water has to be metered, recommended the District waive the fee for the meter, valve, and for turning on the service. All Commissioners agreed. Mr. Hudzik will order a yard hydrant and expects it should be delivered and installed within one to two weeks. Representative Garry thanked the DWSD on behalf of the committee, and also thanked Mr. Patenaude and his team for a job well done.

**7:20 Woodard & Curran:**

**Insurance Claim for KOH spill at Tyngsboro Well Field:**

Jarrod Yoder, PG, LSP Associate Principal for Woodard & Curran informed the Board he reviewed the letter prepared by Omni Environmental Group and stated there are some discrepancies on the report the District could challenge if they wanted to. The bottom line is payment to the District made by the insurance company for the KOH spill at Tyngsboro Well Field was \$30,000 less than the District's claim.

Commissioner Morin asked if Woodard & Curran would be willing to pay the District a percentage of the money they were shorted by the insurance company. Jim Rivard stated they would not; W&C billed the District correctly for the work they did.

Because of the time lapse between the date of occurrence, filing, and resolving the claim, and the potential cost to the District for legal counsel to dispute the claim, the Commissioners agreed to consider the matter closed.

**Meter Replacement Project:**

Jim Rivard, P.E., Senior Vice President, Woodard & Curran informed the Board that just over a year ago Woodard & Curran (W&C) provided Mark Riopelle, DWSD's former Superintendent, with a proposal for replacing water meters. The proposal was signed and returned to W&C, however the project never began for budgeting reasons. Mr. Rivard stated the proposal remains the same as when it was signed by Mr. Riopelle.

Treasurer Debbie Vinal asked Mr. Rivard if the \$175,000.00 amount is the total proposed amount for the project. Mr. Rivard stated the \$175,000.00 is the total cost for design, construction, and installation. Mr. Rivard provided the Board with task details for both phases (attached) and informed the Board appointments are typically set up by the contractor.

Superintendent Michael Sheu stated he understands that the former Superintendent signed a proposal from W&C just over a year ago, but nothing has been done on this project to date. Mr. Sheu suggested that because this is an important project with approximately half of the system's meters being changed, there is time for the District to take their time to be sure the meters they decide to purchase and install are the best meters for the District and are compatible with the District's existing software.

**APPOINTMENTS (Cont'd)**

**Woodard & Curran/Meter Replacement Project:**

Mr. Sheu suggested Woodard & Curran should already have knowledge of different meters being used in the industry and should be able to make recommendations to the District (i.e., census vs positive displacement meters) and provide a new proposal as a whole project.

All agreed the best way to address the Meter Replacement Project moving forward is for Jim Rivard to meet with the Superintendent and talk about what meters are best for the District, compatible with Itron; and for Woodard & Curran to provide a new proposal to present to the Commissioners. Jim Rivard will call the Superintendent tomorrow to set up a time to meet, and Mr. Sheu will report back to the Board at their next meeting.

**7:40 Todd Bard: Solar Net Metering Credits:**

Todd Bard of LEE Energy Group provided the Board with information on a new Solar Energy project. Mr. Bard has presented the Board with other projects over the last few years and stated he is aware that the District has concerns regarding projects requiring a 20 year commitment and informed the Board up front that the project before them requires a 25 year commitment. However, this project is a 17.5% discount with no floor, which is the highest discount he has ever seen. Mr. Bard disclosed that he may potentially be a customer in the Town of Dracut providing USDA certified indoor organic farming (EVANLEE Organics) and he may, therefore, benefit from lower energy costs for Dracut as well. Mr. Bard encouraged the District to once again seek out the legal counsel of KP Law, who has extensive experience in the area of Solar Net Metering, and with this contract specifically, working with the City of Brockton, UMass and others who have signed on. All agreed this is the best proposal the District has seen on Solar Net Metering. Discussion ensued and the Board asked that Mr. Bard meet with District Counsel on the details of this proposal. District Counsel will report back to the Board at the next meeting.

**CORRESPONDENCE:**

None

**TREASURER'S REPORT:**

Treasurer Debbie Vinal provided the Board with a detailed financial report ending June 30, 2017, pointing out receivables are at 118.94%, over by 18.94% for collections and expenses are at 83%, under by 17%.

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

**SUPERINTENDENT'S REPORT:**

**June Water Quality Report:**

Superintendent Michael Sheu reported the District had two routine and 2 repeat samples test positive for total coliform during the month of June. The cause of the positive samples appears to be related to flushing the system and water main improvement work. Mr. Sheu reported the matter has been resolved. Mr. Sheu also reported DEP has been notified and there is no compliance issue.

**Tyngsboro and New Boston Well Fields:**

**Replacement/TWF Well #3: (Phase 1 to 4)**

Mr. Sheu reported Weston & Sampson (W&S) has completed the drilling of the test well from the new well. W&S will perform the five-day pump test next week.

**Replacement/TWF Well #2 (Phase 1):**

Mr. Sheu reported Phase 1 work has been completed and that the continuation of Phase 2 through 5 work will depend upon the Well #3 test results.

**Redevelopment/TWF Well #3:**

Mr. Sheu reported W&S has completed the Well #3 Redevelopment work. This well tested clear of Total Coliform and E Coli on 6/23/17 and was placed back into service on 6/25/17.

**Undersized Water Main Projects:**

**2017 Bid:**

Mr. Sheu reported he is working with Woodard & Curran (W&C) on the undersized water main bid. It appears DeFelice Corporation has the lowest bid for the 2017 Phase 1 project (Harlem Ave & Sparks St.) however, there is a variation on the insurance coverage in the bid. The bid requires insurance coverage in the amount of \$8M per occurrence/\$8M aggregate. DeFelice's insurance coverage is listed at \$7M per occurrence/\$8M aggregate. Discussion ensued regarding whether or not DeFelice met the specifications. The Commissioners agreed Woodard & Curran should provide direction regarding whether or not DeFelice met the bid specs, and asked that District Counsel discuss the matter further with W&C and report back at the next meeting.

**J.P. Cardillo (JPC)**

Mr. Sheu reported JPC originally asked for \$40,000 for change orders for the 2016 Phase 1 undersized water main project, and the District was able to negotiate the amount considerably. JPC is requesting \$19,254.18 for removal of ledge on Fairview Avenue resulting in additional work and delays.

Commissioner Corey made a motion to approve payment to JPC in the amount of \$19,254.18. Seconded by Commissioner Morin. Motion passed unanimously.

Commissioner Morin made a motion to extend JPCs substantial completion date to June 1, 2017 and final payment date from May 30, 2017 to July 1, 2017. Seconded by Commissioner Corey. Motion passed unanimously.

**SUPERINTENDENT'S REPORT (Cont'd):**

**Birchmont Booster Pump Station (BBPS):**

Mr. Sheu informed the Board District Counsel has recorded the BBPS easement at the Registry of Deeds. Mr. Sheu stated the District is in the process of changing out the meters, twenty-six of which have already been changed as of today. Mr. Sheu reported property owners have been very cooperative.

**State Forest Booster Pump Station and the new Water Storage Tank:**

Mr. Sheu reported T-Mobil's cell tower at the State Forest near the DWSD's tank has been approved by DCR. Mr. Sheu met with Gerry Squires from T-Mobil on July 5<sup>th</sup> to survey the location of the cell tower. It appears the cell tower will not be in the parcel for the District's new tank and the access road will not interfere with DWSD operations.

**Proposal of new 12" water main from TWF through Norris Rd/Lawrence Ave to Lakeview Ave:**

Mr. Sheu reported the 12" water main (discharge main) for the State Forest Booster Pump Station (SFBPS) was replaced and provided the Board with pictures showing the inside of this pipe. There was 2" of buildup around the pipe, demonstrating the pressure loss from the SFBPS to Varnum Pump Station. Mr. Sheu stated he believes the 12" water main from the Tyngsboro Well Field is a similar situation. Mr. Sheu provided the Board with a graph depicting the Tyngsboro Wellfield and Lakeview Pump Station flow from January 1, 2004 through June 30, 2017, pointing out that flows began to decrease in 2007. Mr. Sheu informed the Board it is important for the District to move forward with this project, and will ask Tighe & Bond to provide a proposal.

Mr. Sheu stated the District needs the new State Forest Water Tank, as it will improve the water distribution system, however, the District needs to resolve the 12" water main issue first.

Chairman Zielinski asked District Counsel to get an update on the State Forest Tank from DCR for the next meeting.

**Metering replacement project:**

Mr. Sheu stated the Board asked him to get quotes for the water meter replacement project. Mr. Sheu invited Weston & Sampson to provide a proposal. W&S estimate the cost to replace 4,055 meters between 5/8" to 4" at approximately \$1,520,000 and \$83,700 for consultant services.

Discussion ensued regarding the metering replacement project discussed earlier this evening, signed by the former Superintendent in April of 2016. Staff will research minutes to see if there is any reference to the April 2016 agreement.

**SUPERINTENDENT'S REPORT (Cont'd):**

**Other:**

**Hydrant User Fee/Towns of Dracut & Tyngsboro:**

Mr. Sheu informed the Board there was some misunderstanding relative to the Hydrant User Fee and payment was not made by the Town of Dracut in the amount of \$500 and Tyngsboro in the amount of \$170. The matter has been resolved, however, interest has accumulated for both. Mr. Sheu requested the Board consider waiving the interest charges as a courtesy to both towns. Commissioner Morin recalled a similar matter from several years ago, and being told it is against the law to waive interest. Attorney Milliard informed the Board MGL Chapter 60 Section 15 states interest fees cannot be waived. Attorney Milliard will draft a letter and forward to the Superintendent.

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

**DISTRICT COUNSEL'S REPORT:**

**New Office Building Close-Out-Coughlin Heirs:**

Nothing new to report

**Acts/Bylaws Update:**

Tabled

**Hearthstone Lane – Total cost to the District:**

Tabled

**Update on transfer of Birchmont Booster Pump Station:**

Addressed earlier this evening under Superintendent's Report

**State Forest Legislative Filing:**

District Counsel will contact DCR for a report on what they currently have on record for the DWSD/State Forest and report back to the Board at the next meeting.

**Update on Solar Net Metering:**

Addressed earlier this evening under appointments.

**OLD BUSINESS:**

**District Counsels' Contract(s)**

Tabled to the next meeting. District Counsel will provide copies of their current contract prior to the next meeting.

**Water Conservation:**

Ongoing

**NEW BUSINESS:**

**Patricia Lane/Kingsfield Road:**

Mr. Sheu reported two residents at the end of Patricia Lane complained about standing water in their back yards they believe was caused by a retaining pond put in by the Town several years ago at Kingsfield Road. The residents requested the Town dig a trench to drain the water. Mr. Sheu explained to both the Town and the residents this area is classified as wetland, conservation land, and a drinking water protection area. Any work in this area requires approval from MADEP and MADFW, as well as approval by the DWSD Board of Water Commissioners.

**Fluoridation:**

Tabled

**Dracut Old Home Day:**

Superintendent Michael Sheu asked that the Board vote to approve a donation to the Town's Old Home Day. Commissioner Morin made a motion to approve a donation in the amount of \$500.00 for the Town of Dracut Old Home Day. Seconded by Commissioner Corey. Motion passed unanimously.

**Water Complaint from Dracut resident/State Senator's Office:**

The District received a complaint about water from a resident on Phineas Street, stating they were experiencing clothing being ruined and family members having skin irritation from what they believe has been caused by their water. Mr. Sheu informed the Board he contacted the resident and informed them the District monitors the water daily, weekly, monthly and annually, and meet all DEP and EPA requirements. The resident stated they did their own testing with conflicting results. Mr. Sheu informed the resident if they would like to provide the data, the District would be happy to look at it.

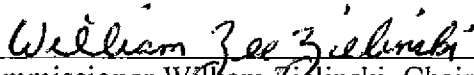
**Meeting Schedule:**

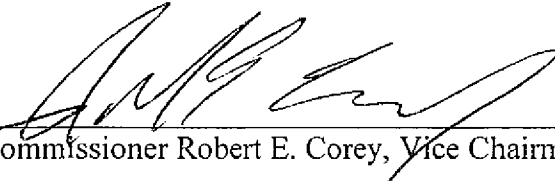
Chairman Zielinski announced the next meeting is scheduled as follows:


**Wednesday, August 9, 2017**

**7:00 PM DWSD/Main Office Conference Rm.**

Commissioner Morin made a motion to adjourn the meeting at 9:30 PM. Seconded by Commissioner Corey. Motion passed unanimously.

  
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Commissioner William Zielinski, Chairman

  
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Commissioner Robert E. Corey, Vice Chairman

  
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Commissioner William L. Morin