



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

Mark R. Riopelle
Executive Director-Superintendent

John M. Hudzik
Field Service Manager
Primary Distribution Operator

Debra H. Vinal
Treasurer

MINUTES

MARCH 8, 2017

The meeting was called to order at 6:30 PM

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 February 22, 2017 as presented. Seconded by Commissioner Zielinski. Motion passed unanimously.

Commissioner Corey made a motion to accept the Minutes of February 15, 2017 as presented. Seconded by Commissioner Zielinski. Motion passed unanimously.

COMMUNITY INPUT:

None

CORRESPONDENCE:

None

TREASURER'S REPORT:

Treasurer Debbie Vinal provided the Board with a detailed financial report ending January 31, 2017, pointing out receivables are at 87.95%, over by 20.95% for collections and expenses are at 59.08%, under by 7.92%.

TREASURER'S REPORT (Cont'd):

Mrs. Vinal informed the Board there will be a 7.62% increase in the cost of health insurance, and 1.10% increase in dental insurance beginning April 1, 2017. Mrs. Vinal stated considering increases across the state, the increase for the District is considerably low. The insurance company has scheduled a meeting at the District on April 28th to review the insurance available to all employees and Commissioners.

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

SUPERINTENDENT'S REPORT:

Tyngsboro and New Boston Well Fields:

Redevelopment/TWF Well #2:

Superintendent Michael Sheu reported Weston & Sampson CMR group has completed the Chemical Cleaning at TWF Well #2. Sampling collected on March 7, 2017 was positive for Total Coliform. The District will re-chlorinate and re-sample prior to placing this well online.

Redevelopment/NBWF Well #1:

Mr. Sheu reported this work began on February 17th by the Maher Company, who recommends the District re-line this well, but to plan for a replacement well in the future.

TWF #3 Replacement Project:

Commissioner Zielinski made a motion to augment the previous appropriation of \$94,500 with an additional \$82,700 for a total of \$174,200 for Phases 2 through 4 of the TWF Well #3 replacement project. Seconded by Commissioner Corey. Motion passed unanimously.

Undersized Main Replacement:

Mr. Sheu reported six (6) streets are completed, two (2) streets have completed design and the work awarded, four (4) streets have completed design with the work not yet awarded, and there are forty-four (44) street left to do.

Master Plan RFP Update:

Mr. Sheu provided the Board with copies of proposals from Woodard & Curran, Weston & Sampson, and Tighe & Bond, and asked that the Board please take the time to review them. Mr. Sheu stated he will provide a summary/comparison of the three proposals, and would like the Board to be prepared to discuss the proposals at the next meeting, or by the first meeting in April.

SUPERINTENDENT'S REPORT (Cont'd):

Draft 2016 CCR:

Mr. Sheu prepared a draft 2016 CCR for the Board's review. The Commissioners will come by the District tomorrow afternoon if they would like to have their pictures updated.

Mr. Sheu provided the Board with a copy of email between himself and James Persky, MADEP Drinking Water Program questioning the August 3, 2016 public notice regarding manganese. Mr. Persky stated the exceedance is not a regulatory violation.

Other:

Proposed Assisted Living Project, 1827 Bridge Street, Dracut:

Mr. Sheu reported he and District Counsel met to discuss providing a letter for the proposed Assisted Living Project to be located at 1827 Bridge Street, Dracut, regarding water availability. The letter (attached) was sent to Mr. Hingorani on February 23, 2017.

As requested, Field Services Manager John Hudzik provided a report on the distance from Frank Street to Avis Ave: 1,100 feet.

Commissioner Corey made a motion to accept the Superintendent's report as presented. Seconded by Commissioner Zielinski. 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.

Birchmont Booster Pump Station Update:

District Counsel reported they began working on this matter with the Superintendent today, and will report back to the Board at the next meeting.

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:

Nothing new to report

DISTRICT COUNSEL’S REPORT (Cont’d):

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

OLD BUSINESS:

Audit Report:

Tabled

Superintendent’s 90 Day Evaluation:

Chairman Morin stated that, though the Board of Commissioners did the Superintendent’s 90 day review at the last meeting, the conversation turned to the next meeting schedule, and the Board did not vote on the Superintendent’s increase.

Again, all of the Commissioners agreed Mr. Sheu is doing a fantastic job, and has received an excellent evaluation. Commissioner Corey made a motion to give Mr. Sheu a 5% increase, retroactive to 90 days from his date of hire. Seconded by Commissioner Zielinski. Motion passed unanimously.

NEW BUSINESS:

Warrant Articles for Annual Meeting 2017:

Article #1:

To see if the District will vote to bring in the vote for Water Commissioner for a term of three (3) years and District Clerk for a term of three (3) years held by ballot; or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval

Article #2:

To see if the District will vote to hear the reports of the Water Commissioners and act thereon; or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval

Warrant Articles for Annual Meeting 2017 (Cont'd):

Article #3:

To see if the District will vote to hear the report of the Dracut Water Supply District Treasurer and act thereon; or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval

Article #4:

To see if the District will vote to hear the report of committees having direction from previous meetings and act thereon; or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommend dismissal
Superintendent Recommends dismissal

Article #5:

To see if the District will vote to transfer from "Free Cash" July 1, 2016 certified amount of Seven Hundred Thirty One Thousand Three Hundred Eighteen dollars (\$731,318) as follows:

Water System Security Account	\$ 5,000
Accrued Vacation	\$ 46,000
Accrued Sick	\$ 87,862
Repair & Replacement Fund	\$ 592,456
Total	\$ 731,318

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval

Warrant Articles for Annual Meeting 2017 (Cont'd):

Article #6:

To see if the District will vote to raise and appropriate or transfer from the Water Revenue Account the amount of Four Million Seven Hundred Seventy Thousand Nine Hundred Twenty dollars (\$4,770,920.00) to defray costs for the ensuing Fiscal year beginning on July 1, 2017 to be expended as follows:

Salary, Wages and Benefits Account	\$1,658,004.00
Operations Expenses	\$3,112,916.00
Total	\$4,770,920.00

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval

Article #7:

To see if the District will vote to raise and appropriate or transfer from the Water Revenue Account the amount of Three Thousand Five Hundred (\$3,500.00) to defray costs for the ensuing fiscal year beginning on July 1, 2017 to be expended as follows:

Out of State Travel	\$ 3,500.00
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Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval

Article #8:

To see if the District will vote to authorize the Treasurer to enter into compensating balance agreements during the fiscal year beginning July 1, 2017, as permitted by Massachusetts General Laws, Chapter 44, Section 5F; or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval

Warrant Articles for Annual Meeting 2017 (Cont'd):

Article #9:

To see if the District will vote to transfer from the water revenue account the amount of Two Hundred Fifty One Thousand One Hundred Thirty Five dollars (\$251,135) which represents the 5% funds collected for the Undersized Water Mains and Valves Account as established by the Board of Water Commissioners in FY 2003 for the period collected January 1, 2016 to December 31, 2016 said funds to be used to replace, repair and upgrade as determined by the Superintendent any 2" and undersized mains and valves; or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval

Article #10:

To see if the District will vote to authorize the Superintendent to sell off scrap metals and surplus, outdated or obsolete equipment as may accumulate during the year; or act in any other way relative thereto.

Submitted by Board of Water Commissioners
Superintendent

Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval

Article #11:

To see if the District will vote to authorize the Treasurer with the approval of the Board of Water Commissioners, to borrow in anticipation of revenue for the fiscal year beginning July 1, 2017, in accordance with MGL Chapter 44 Section 4 and the acts and amendments thereof; Chapter 849 of the Acts of 1969, as amended and to renew any notes as may be given for a period of less than one year in accordance with MGL Chapter 44, Section 17; or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval

Warrant Articles for Annual Meeting 2017 (Cont'd):

Article #12:

I move that the District vote to set the annual salary stipend of Elected Officials of the District as follows:

Clerk	\$5,000
Commissioner	\$2,500 (per commissioner)
Moderator	\$ 500

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval

Article #13:

To see if the District will vote to transfer from the System Development Fee (SDF) account Nine Hundred Forty Seven Thousand dollars (\$947,000.00) into the Repairs and Replacement account; or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval

Article #14:

To see if the District will vote to transfer from the water revenue account Two Hundred Fifty One Thousand One Hundred Thirty Five dollars (\$251,135) which represents the 5% funds collected, to the infrastructure account as established by the Board of Water Commissioners in FY2016 for the period January 1, 2016 through December 31, 2016, said funds to be used to replace, repair, and upgrade infrastructure; or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval

Warrant Articles for Annual Meeting 2017 (Cont'd):

Article #15

To see if the District will vote to discontinue the fluoride chemical addition at Tyngsboro and New Boston Corrosion Control Facilities for the following reasons:

- People now receive fluoride from many other sources besides the water supplied from a public water system.
- The U.S. Food and Drug Administration classify fluoride as a drug used to prevent or mitigate disease (FDA 2000). The main functions of the potable water should be used for drinking and Fire protection, but not for medication.
- All other water treatment chemicals are added to improve the water's quality or safety, which fluoride does not do. EPA's Scientists disapprove Fluoride being added into a water system.
- Once fluoride is put in the water, it is impossible to control the dose each individual receives because people drink different amounts of water. The researchers have found dental fluorosis is more common among young children in communities where the drinking water is fluoridated. The dental fluorosis results from consuming large amount of fluoride;

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Discussion ensued regarding whether or not the District is prepared to present this article at the 2016 annual meeting.

Commissioner Corey made a motion to refer Articles #15 to the next meeting for further discussion. Seconded by Commissioner Zielinski. Motion passed unanimously.

Article #16

To see if the District will vote to transfer from the New Water Storage Tank account fund Eight Hundred Fifty Three Thousand Seven Hundred Ninety Dollars Seventy Six Cents (\$853,790.76) into the existing Infrastructure account as established by the Board of Commissioners in FY2016, and close the New Water Storage Tank account. The infrastructure account fund is to be used for engineering design, and construction of new tanks/new treatment facilities as well as to replace, repair, and upgrade existing infrastructure; or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval

Warrant Articles for Annual Meeting 2017 (Cont'd):

Article #17

To see if the District will vote to petition the General Court of the Commonwealth of Massachusetts to enact a special act substantially the same as the special act set forth below - AN ACT ESTABLISHING A POST EMPLOYMENT BENEFIT TRUST FUND IN DRACUT WATER SUPPLY DISTRICT.

Section 1.

There shall be in the District an account called “Other Post-Employment Benefits Trust Fund” or “OPEB Trust Fund” as defined in Governmental Accounting Standards Board, Statements 45, which shall be under the supervision and management of the Commissioners and the Superintendent. The Treasurer shall be the custodian of the OPEB Trust Fund.

Section 2.

The OPEB Trust Fund shall be credited with all amounts appropriated or otherwise a Special Meeting made available by the District, including any earnings or interest accruing from the investment of these funds, to offset the anticipated cost of health/life insurance contributions or other benefits for retired employees, their spouses and eligible dependents and the surviving spouses and eligible dependents of deceased retirees.

Section 3.

Amounts in the OPEB Trust Fund shall be expended only for the payment of the costs payable by the District for OPEB.

Section 4.

The Treasurer shall invest and reinvest the funds prudently. The Treasurer may employ any qualified bank, trust company, corporation, firm or person to advise it on the investment of the fund and pay such expense from the fund. The funds could be invested with the commonwealth as part of the Pension Reserves Investment Trust Fund, the Middlesex Retirement System or other stock/bond mutual fund available for other trust investments;

or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Commissioner Zielinski made a motion to refer Article #17 to the next meeting for further discussion. Seconded by Commissioner Corey. Motion passed unanimously.

Warrant Articles for Annual Meeting 2017 (Cont'd):

Article #18:

To see if the District will vote to move the GASB 45 account in the amount of Nine Hundred Twenty Five Thousand Three Hundred Fifty Nine Dollars and Eight Cents (\$925,359.08) out of the stabilization fund and into the “Other Post-Employment Benefits” (OPEB) Trust Fund account, and close the GASB 45 account;

or act in any other way relative thereto.

This Article requires a 2/3rds vote.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval

Meeting Schedule:

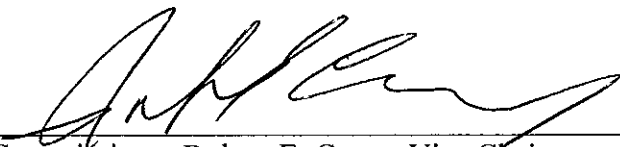
Chairman Morin announced the next meeting is scheduled as follows:

Monday, March 20, 2017 6:30 PM Main Office Building/Conference Rm

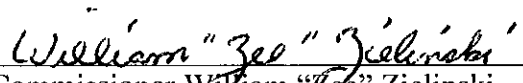
Commissioner Corey made a motion to adjourn the meeting at 8:23 PM. Seconded by Commissioner Zielinski. Motion passed unanimously.



Commissioner William L. Morin, Chairman



Commissioner Robert E. Corey, Vice Chairman



Commissioner William "Zee" Zielinski