



Dracut Water Supply District
Minutes of May 22, 2019
DWSD Main Office Building, Conference Room

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

Michael Sheu
Superintendent

John M. Hudzik
Field Service Manager
Primary Distribution Operator

Present: William Zielinski, Chairman, Robert Corey, William Morin, Michael Sheu, Superintendent, John Hudzik, Field Services Manager, Kelley Chasse, Office Manager/HR Manager, Kathy Graham, District Clerk, Attorney Roland Milliard, Attorney Arthur Sullivan, **Jabara H. Vinal**, Treasurer and Recording Secretary Shannon Rowe

The Chairman opened the meeting at 5:35 p.m.

The Pledge of Allegiance was recited.

Approval of Minutes:

None

Appointments:

* 5:40 p.m. – Matt Hamor – 2083 Bridge Street – Mr. Matt Hamor from LandPlex appeared before the Commission and presented plans titled Water Line Extension Plan dated April 2, 2019 for the proposed A.L. Prime gas station to be located at 2083 Bridge Street. Mr. Hamor stated that the Conservation Commission has approved the project and explained how the water line construction would take place. Mr. Hamor stated that there are two catch basins and a utility pole on Bridge Street and they would come in on the backside of the catch basins and bump out around the utility pole. Mr. Hamor stated that they might have to remove a few sections of guardrails during construction. Mr. Hamor discussed not wanting to run the water line on the other side of the roadway due to the conditions being worse, wetlands, etc. Mr. Hamor stated that they are proposing a 12" water line. Mr. Hudzik discussed the possible location for a fire hydrant and stated that fire hydrants are usually placed every 500' maximum per Fire Department standards. Mr. Tony Guba from A.L. Prime appeared before the Commission and stated that he met with the Fire Department and they did not require a fire hydrant at all. Mr. Sheu discussed the 12" water line with a gate valve and cap. Mr. Zielinski stated that the Commission would like a letter from the Fire Department stating that they are not requiring a fire hydrant for this project. Mr. Hudzik stated that 5' of cover on the pipe is adequate. Mr. Hamor asked about waiving the tie-in fee. Mr. Zielinski discussed the applicants request to waive the tie-in fee and supply materials. Mr. Guba stated that they have started clearing the site, the foundation should be poured in June and they would be putting in the water line in July/August. Mr. Sheu stated that the cost of a 12" water line with hydrant and supplies would be approximately \$40,000. Mr. Hudzik discussed being o.k. with the tapping sleeve and valve.

Motion made by Mr. Corey to waive the tie-in fee. Motion seconded by Mr. Morin. Motion passed unanimously.

Mr. Zielinski stated that the applicant would pay for the meter inside of the building.

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Motion made by Mr. Corey to allow A.L. Prime, 2083 Bridge Street, the right to hire a bonded contractor to construct a 12" water line with the Fire Department signing on placement of a fire hydrant. Motion seconded by Mr. Morin. Motion passed unanimously.

Motion made by Mr. Morin to expend up to \$40,000 for the extension of the 12" water line. Motion seconded by Mr. Corey. Motion passed unanimously.

Mr. Hamor stated that he would add the gate valve to the plans and provide the final plans to the Commission.

The Commission thanked Kathy Graham, District Clerk, for all of her help at the District's Annual Meeting. Ms. Graham stated that all of the motions have been recorded and the vote is complete.

* 6:00 p.m. – Weston & Sampson – Water Treatment Plant Design Proposal – Ms. Leah Stanton, Program Manager from Weston & Sampson appeared before the Commission and introduced her Team; Ms. Margaret McCarthy, Team Leader and Mr. Jeffrey McClure, Team Leader. Ms. Stanton reviewed the PowerPoint Presentation with the Commission starting with water treatment plant in Chatham, MA. Ms. Stanton reviewed the low maintenance building structure in Chatham, MA, the building structure currently in construction in Norton, MA, the pre-fabricated building structure in Exeter, NH, the building structure in Lincoln, NH, which fits the landscape and the building structure in Rowley, MA, which consists of office space with a conference room. Ms. Stanton stated that Step one is Pilot Testing and gave estimates for Biological and Green Sand Water Treatment Plants.

Mr. McClure discussed the needs of the District and gave three questions the District needs to look at:

- 1.) What is the ability on the cost side
- 2.) Green Sand vs. Biological
- 3.) Understanding residuals

Mr. McClure discussed aeration, filter backwashing, residuals management, residuals, SRF funding, treatment plant costs and scheduling.

Mr. Zielinski stated that this all depends on the land and pilot testing.

Ms. McCarthy stated that the District has time for the SRF application and stated that Weston & Sampson would like to continue working with the District.

Mr. Sheu discussed levels in the Tyngsborough Well Fields, a biological water treatment plant and residuals. Mr. Sheu discussed SRF funding and combining three projects into one.

The Commission thanked Weston & Sampson for attending the meeting and presenting their proposal for the water treatment plant design.

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Mr. Sheu reviewed the cost comparisons from Weston & Sampson and Tighe & Bond in regards to the water treatment plant designs that both companies have provided to the Commission.

Motion made by Mr. Corey to award Tighe & Bond the contract for Task 1 at the cost of \$72,000 for both biological and chemical treatment. Motion seconded by Mr. Morin. Motion passed unanimously.

Correspondence:

None

Treasurer's Report:

None

District Counsel's Report:

* Attorney Sullivan stated that he has sent the final Deed to Attorney Hall on Coughlin and it would be on the Town Meeting Warrant in November.

* Attorney Sullivan stated that he has spoken to Attorney Marshall Field regarding the 166 Forest Park matter. Mr. Sheu stated that Attorney Field is checking on if there is an easement on the property. Attorney Milliard discussed having three appraisals completed on the property and agreeing to pay the largest of the three appraisals. Attorney Milliard stated that they would not allow any more appraisals on the property and would wait to hear from Attorney Field regarding the easement.

* Attorney Milliard stated that he would have Mr. Decker contact Mr. Sheu to appear before the Commission to discuss the easement at Winding Brook Estates.

* Attorney Milliard discussed the Hearthstone Lane case and stated that he received three letters from the Insurance Company stated that there is no coverage for this. Attorney Milliard discussed placing a cross claim with the Insurance Company. Attorney Milliard stated that there is a Case Management Conference scheduled for June 7, 2019 at 2:00 p.m. Attorney Milliard discussed the civil case and the case moving to the civil list. Attorney Milliard discussed how the process would work after the Case Management Conference and discussed how the Judge may proceed over the case.

The Commission discussed having an Executive Session at their next meeting regarding Hearthstone Lane.

Motion made by Mr. Corey to accept the District Counsel's Report. Motion seconded by Mr. Morin. Motion passed unanimously.

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Superintendent's Report:

* Tyngsboro and New Boston Well Fields – Mr. Sheu discussed the redevelopment Well #5 and discussed the flow from the Tyngsboro Well Field. Mr. Sheu discussed the capability of developing a new well and asked Tighe & Bond to provide a proposal for the development of a satellite well for Well #5.

* Nashua Road Water Main Extension project - A Change Order Under the 16" Water Main Improvement Project – Mr. Sheu stated that Granese would start work at Nashua Road on June 3, 2019 and they would also complete the punch list for the 16" water main improvement project.

* Metering Replacement Project – Mrs. Chasse provided the Commission with flow charts and stated that the 385 Meters 5/8"-1", low flow was not at 100% accuracy. Mrs. Chasse discussed the analysis on the meters changed.

* Water Quality Report Review – The Commission reviewed the Water Quality Report and stated that it is o.k. to send out.

Motion made by Mr. Corey to Accept the Superintendent's Report. Motion seconded by Mr. Morin. Motion passed unanimously.

Old Business:

* State Forest Storage Tank Repair Project – Mr. Sheu reviewed the pictures of the storage tank repairs with the Commission. Mr. Sheu stated that they would be coming back tomorrow to paint the tank and stated that the interior of the tank is in good condition. Mr. Hudzik stated that it took 24 hours to refill the storage tank.

Motion made by Mr. Corey to Accept Old Business presented by the Superintendent. Motion seconded by Mr. Morin. Motion passed unanimously.

New Business:

* System Development Fee – Mr. Sheu stated that most Water Districts and Water Departments charge for the water connections by the size of the pipes. Mr. Sheu reviewed the comparison showing what surrounding Communities charge for water connections with the Commission. Mrs. Chasse provided a handout of what the District has charged for water connection fees for an Assisted Living Facility, Medical Building and Nursing Home. Mr. Sheu stated that the Commission should discuss the water connection fees closely and have the Attorney's review as well. Mr. Zielinski stated that the water connection fee's need to be defined.

* Capital Fund Segregation – Mr. Morin discussed an audit report. The Commission agreed to discuss this further, at the next meeting, with the Treasurer present.

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* Summer Schedule – The Commission scheduled the next meeting for June 19, 2019 at 5:30 p.m.

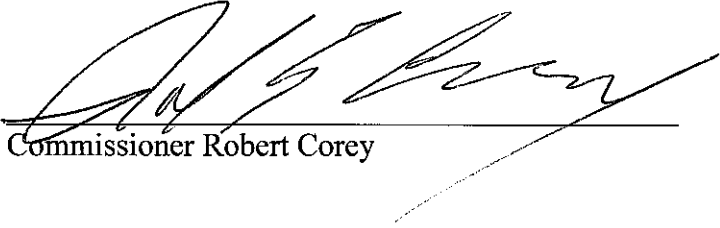
Adjournment

Motion made by Mr. Morin to adjourn the meeting. Motion seconded by Mr. Corey. Motion passed unanimously.

The meeting adjourned at 8:10 p.m.


Commissioner William Zielinski, Chairman


Commissioner William Morin


Commissioner Robert Corey