

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

MAY 24, 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 Sheu, Field Services Manager John Hudzik, District Counsel Arthur C. Sullivan Jr. and Roland L. Milliard.

APPOINTMENTS:

Permit Application Review/526 Mammoth Rd:

Mr. Joe Vachon plans to build two duplexes on a lot located at 526 Mammoth Road, next to Skyline Drive, connecting to the water main that supplies water to Skyline Commons. Mr. Vachon stated he has permission from Skyline Commons to connect to their water main. Skyline Drive is a private Road. The District's responsibility is only to the property line (Mammoth Road). Commission Zielinski suggested branching out the existing Skyline Commons' water mains with a shut off valve, but Field Service Manager, John Hudzik stated the new line will need to be at least 8", with a hydrant at the end to be able to flush the line. Mr. Vachon said this will be too costly and decided to tie in the new water line to a water main at Mammoth Road. The Board requested Mr. Vachon bring a new drawing to the next meeting for review.

Woodard & Curran/DWSD Hydraulic Data:

Mr. Robert Little and Mr. Todd Prokop of Woodard & Curran (W&C) presented the hydraulic data of District Water system. The hydraulic data showed there are two significant head-losses from Tyngsboro Wellfield (TWF) to Lakeview Pump Station (Lakeview PS) and from Lakeview to the State Forest Tank. The hydraulic data showed the head-loss in a linear relationship. This indicates the head-loss is most likely caused by tuberculation of the pipes (such as shrinking in size and roughness of the pipe). So far, there is only one 12" water main out of the TWF. In order to repair the line, the District needs to put in a bypass line during the work, which may be costly and after the repair work, the District will still have only one water main. Mr. Little recommended the District install a new 12" water main from the TWF Corrosion Control Facility, through Norris Road, to connect the existing 12" water main at Lakeview Ave. This will increase the hydraulic grade line from the TWF to the Lakeview PS. The District may not need the Lakeview PS after the completion of this new 12" water main. In addition, this new

APPOINTMENTS (Cont'd):

Woodard & Curran/DWSD Hydraulic Data (cont'd):

12" water main can provide redundancy for water out of the TWF. The preliminary calculation for the cost of the project is \$2,925,000. The Board was concerned about the funding of this project. Mr. Sheu recommended the District suspend the undersize water mains project for a year or two, and fix the 12" water main from the TWF first. The Commissioners would like to discuss this project further at the next meeting.

Woodard & Curran/Metering Replacement Project Update:

W&C provided an updated on the metering replacement project. W&C was appointed for the specification design and bid document preparation for the metering replacement project. This project was put on hold due to lack of funding in 2016. District has budget for the work this fiscal year and would like to resume this project. The Board has questions about the type of meters that would be used and would the existing read device be able to read the new meters. Mr. Morin will like to continue to discuss this project in the next meeting.

COMMUNITY INPUT:

None

CORRESPONDENCE:

None

TREASURER'S REPORT:

None

SUPERINTENDENT'S REPORT:

Tyngsboro and New Boston Well Fields:

Redevelopment/TWF Well #2 & #3:

Superintendent Michael Sheu provided updates of Tyngsboro and New Boston wellfields in his report (attached) for the Board's review.

Undersized Main Replacement:

Mr. Sheu reported the District is working with J. P. Cardillo and Aqua Line on Phase 2 work. The Phase 2 work is expected to be completed on June 20, 2017.

W&C is preparing the specifications and bid document for the 2017 Phase 1 (Harlem Ave, Gilmore St. & Sparks St). The open bid advertisement is expected to be posted in the newspaper on 6/1/2017.

W&C will perform the boring tests for the Revoli project and finalize the rebid document for the Revoli project (Park Ave, Lakeview Terrace, Park Terrace, Parkvale Terrace, Beacon St and Vermont Ave). The open bid advertisement is expected to be posted in the newspaper mid-August.

SUPERINTENDENT'S REPORT (Cont'd):

Master Plan RFP Update:

Water Management Act (WMA) Permit Renewal:

Mr. Sheu provided the Board with an update on the WMA and Master Plan.

Birchmont Booster Pump Station (BBPS) Update:

Mr. Sheu stated that he worked with the District Counsel to finalize the Birchmont Pump Station agreement, and recommended the Board approve/sign off on this agreement.

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

Update – Insurance Reimbursements on District Office Building's Trim damage and KOH Spill at Tyngsboro Corrosion Control Building:

Mr. Sheu stated that he filed two claims with the insurance company. The first is the ice damage repair of the office building. The contractor will repair the building to the District's satisfaction. The second is the KOH spill that occurred at the Tyngsboro Corrosion Control Facility in 2016. The contracted Engineering firm will review this case and determine reimbursement.

DISTRICT COUNSEL'S REPORT:

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

Nothing new to report

Acts/Bylaws Update:

Tabled

Hearthstone Lane - Total cost to the District:

Nothing new to report

Update on transfer of Birchmont Booster Pump Station

Discussed earlier this evening under Superintendent's report

Aqua Line Utility/Review of contract & request for extension

Nothing new to report

State Forest Legislative Filing

Nothing new to report

Update on Solar Net Metering Proposal

Tabled

OLD BUSINESS:

Harmony Hall: Donation for use of building:

Commissioner Corey stated that District donated \$250 to the Dracut Historical Society for the use of Harmony Hall for the 2017 Annual Meeting, but that the District donated \$350 in 2016. Commissioner Corey suggested donating another \$100 to the Historical Society to match the donation in 2016.

Commissioner Corey made a motion to donate an additional \$100 to the Dracut Historical Society for the use of Harmony Hall for the 2017 Annual Meeting. Seconded by Commissioner Zielinski. Motion passed unanimously.

NEW BUSINESS:

District Counsel's Contract(s):

Commissioner Zielinski requested Mr. Sheu to bring the previous District Counsels' Contract to the next meeting for discussion.

System & Development Fees:

Attorney Sullivan provided the Board with a copy of the Massachusetts General Law, Chapter 41, Section 69B, pointing out that this section gave authority to the Water Commissioners to establish the rules and regulations as well as the fees and rates in order to manage the water system and to defray all operating expenses.

DWSD Boundaries:

Commissioner Morin suggested that the District might consider having 5 Board members; three from the current water serving area, one representing the Kenwood water serving area and one representing the Tyngsboro water serving area. Attorney Sullivan stated that in order to change the current Board structure, the District needs to define the DWSD's serving boundaries, and then submit a proposal to the state legislature for approval. The Commissioners agreed to table this topic for future discussion.

Water Conservation

Ongoing

Fluoridation

Mr. Sheu reported he met with the Dracut Board of Health Director and asked that the Secretary add fluoridation to the next meeting agenda for discussion.

Employee Review: Kelley Chasse

Mr. Sheu presented Kelley Chasse's evaluation to the Board. Mr. Sheu reported that Kelley has done great work in her position. She is always helpful and willing to assist other people. Her computer skills have improved the billing program.

Commissioner Corey made a motion to give Kelley Chasse a 4% increase retroactive to her anniversary date. Seconded by Commissioner Morin. Motion passed unanimously.

NEW BUSINESS (Cont'd):

Reorganization of Board of Water Commissioners:

Chairman Morin made a motion to open nominations for offices for the Board of Water Commissioners. Seconded by Commissioner Corey. Motion passed unanimously.

Commissioner Corey made a motion to nominate Commissioner Zielinski as Chairman. Seconded by Commissioner Morin. Chairman Morin asked if there were any other nominations. Seeing and hearing none, Commissioner Zielinski accepted the nomination. Chairman Morin called for the vote. Motion passed unanimously. Chairman Morin congratulated Commissioner Zielinski, and passed the gavel to the new Chairman of the Board.

Commissioner Morin made a motion to nominate Commissioner Corey as Vice Chairman. Seconded by Commissioner Zielinski. Chairman Zielinski asked if there were any other nominations. Seeing and hearing none, Commissioner Corey accepted the nomination, and Chairman Zielinski called for the vote. Motion passed unanimously.

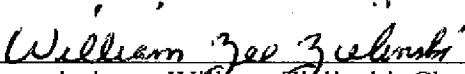
Meeting Schedule:

Chairman Zielinski announced the next meeting is scheduled as follows:

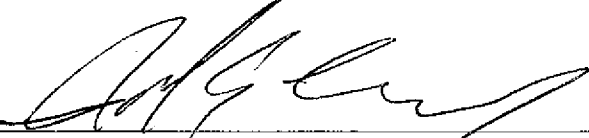
Wednesday, June 7, 2017

7:00 PM DWSD/Main Office Conference Rm.


Commissioner Morin made a motion to adjourn the meeting at 8:40 PM. Seconded by Commissioner Corey. Motion passed unanimously.



Commissioner William Zielinski, Chairman



Commissioner Robert E. Corey, Vice Chairman



Commissioner William L. Morin