



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

DECEMBER 18, 2019

The meeting was called to order at 5:32 PM

PRESENT:

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

MINUTES:

Commissioner Morin made a motion to accept the Minutes of December 4, 2019 as presented. Seconded by Commissioner Corey. Motion passed unanimously.

Commissioner Morin made a motion to accept the Executive Session Minutes of December 4, 2019 as accurately reflecting the Executive Session Meeting but not for release as public information until such time as the purpose for the Executive Session no longer exists. Seconded by Commissioner Corey. Motion passed unanimously.

Commissioner Corey made a motion to accept the Executive Session Minutes of November 26, 2019 as accurately reflecting the Executive Session Meeting but not for release as public information until such time as the purpose for the Executive Session no longer exists. Seconded by Commissioner Morin. Motion passed unanimously.

Commissioner Corey made a motion to accept the Executive Session Minutes of November 13, 2019 as accurately reflecting the Executive Session Meeting but not for release as public information until such time as the purpose for the Executive Session no longer exists. Seconded by Commissioner Morin. Motion passed unanimously.

COMMUNITY INPUT:

None

DISTRICT COUNSEL’S REPORT:

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

District Counsel recommended the Board vote to authorize the Superintendent to bid on this acquisition of property on behalf of the DWSD and suggested the matter be discussed in Executive Session.

Chairman Zielinski polled the Board to enter into Executive Session at 5:36 PM for the purpose of discussing real estate acquisition. The vote was as follows:

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|-------------------------|-----|
| Commissioner Morin: | Yes |
| Commissioner Corey: | Yes |
| Commissioner Zielinski: | Yes |

The regularly scheduled meeting reconvened at 5:44 PM. Chairman Zielinski announced a vote was taken in Executive Session to authorize the Superintendent to bid on surplus real estate property relative to the New Office Building Close-Out/Update – Coughlin heirs, on behalf of the DWSD.

DWSD Acts & Bylaws Update:

Ongoing

Easement at Winding Brook Estates:

Ongoing

166 Frost Road appraisals:

To be discussed in Executive Session

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

SUPERINTENDENT’S REPORT:

Tyngsboro and New Boston Well Fields:

Superintendent Michael Sheu provided the Board with a report showing December’s Manganese levels from each well, pointing out Manganese levels continue to gradually increase.

Mr. Sheu informed the Board that today, samples at New Boston tested positive for Total Coliform. Because this has occurred three times from October to now, the District will have to provide a tier one report to DEP. Mr. Sheu reported Well #1 has been shut down.

SUPERINTENDENT’S REPORT (Cont’d):

Distribution System:

2083 Bridge Street:

Mr. Sheu informed the Board the pressure test was completed on December 10th. The line was disinfected and bacteria samples were taken during the week of December 13th. Two negative Total Coliform results are required prior to activating this water main.

625A Broadway Road:

The developer will come back to the Board to calculate connection fees once they have engineered, stamped plans.

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

OLD BUSINESS:

Tighe & Bond – Master Plan:

Mr. Sheu reported DEP was present at the Biological Treatment Pilot Test on December 9th and were very impressed. Mr. Sheu outlined the District’s goals, and explained that the District has been blending the water from each well in order to meet Manganese level requirements.

State Revolving Fund:

Ongoing

Mass DEP Asset Management Grant Application:

Ongoing

Meeting with Town of Tyngsboro:

Chairman Zielinski polled the Board to enter into Executive Session at 6:09 PM for the purpose of discussing real estate acquisition and the legal strategy thereto. The vote was as follows:

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|-------------------------|-----|
| Commissioner Morin: | Yes |
| Commissioner Corey: | Yes |
| Commissioner Zielinski: | Yes |

The regularly scheduled meeting reconvened at 7:00 PM. Chairman Zielinski announced no votes were taken in Executive Session.

Update System Development Fee:

HR/Office Manager Kelley Chasse provided the Board with an updated “Application for New Residential or Commercial Water Service”. After the December 4th meeting, Mrs. Chasse updated the form by addressing developments such as hotels, rehabilitation, nursing homes, etc., by adding “any building that provides room and board either temporarily or permanently (Nursing home, hotel, assisted living, medical facility). After detailed review, the Commissioners and District Counsel agreed everything appears to be covered in this one page application, and thanked Mrs. Chasse and the Superintendent for a job well done.

Commissioner Morin made a motion to accept the amended “Application for New Residential or Commercial Water Service” as presented by HR/Office Manager Kelley Chasse. Seconded by Commissioner Corey. Motion passed unanimously.

NEW BUSINESS:

Superintendent’s Review:

Tabled

Treasurer’s Review:

Tabled

Work Hours for 12/24/19:

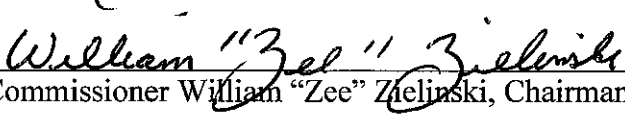
Commissioner Corey made a motion to grant DWSD staff early dismissal at 11:00 AM on Christmas Eve, December 24th. Seconded by Commissioner Morin. Motion passed unanimously.

Meeting Schedule


Chairman Zielinski announced the next meetings are scheduled as follows:

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|----------------------------|--|
| Wednesday, January 8, 2020 | Regularly Scheduled Meeting 5:30 PM Main Office Building/Conference Rm |
| Wednesday, January 8, 2020 | Executive Session Meeting for the purpose of Discussing real estate acquisition and legal strategy thereto 6:00 PM Main Office Building/Conference Rm |

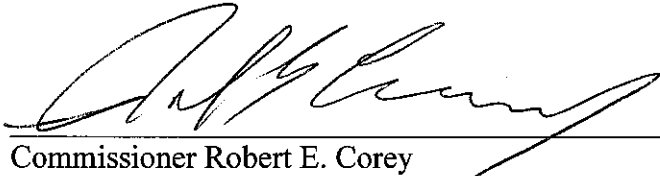
Commissioner Morin made a motion to adjourn the meeting at 7:15 PM. Seconded by Commissioner Corey. Motion passed unanimously.



Commissioner William "Zee" Zielinski, Chairman



Commissioner William L. Morin, Vice Chairman



Commissioner Robert E. Corey