



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

NOVEMBER 13, 2019

The meeting was called to order at 6:30 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, Treasurer Debbie Vinal, HR/Office Manager Kelley Chasse, 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 September 30, 2019 as presented. Seconded by Commissioner Morin. Motion passed unanimously.

Commissioner Morin made a motion to accept the Bylaw Subcommittee Minutes of September 30, 2019 as presented. Seconded by Commissioner Corey. Motion passed unanimously.

Commissioner Morin made a motion to accept the Minutes of October 16, 2019 as presented. Seconded by Commissioner Corey. Motion passed unanimously.

Commissioner Morin made a motion to accept the Bylaw Subcommittee Minutes of October 16, 2019 as presented. Seconded by Commissioner Corey. Motion passed unanimously.

Commissioner Morin made a motion to accept the Minutes of October 30, 2019 as presented. Seconded by Commissioner Zielinski. Motion passed two to one, Commissioners Zielinski and Morin in favor; Commissioner Corey abstained as he was not present for the October 30, 2019 meeting.

Commissioner Morin made a motion to accept the Bylaw Subcommittee Minutes of October 30, 2019 as presented. Seconded by Commissioner Zielinski. Motion passed two to one, Commissioners Zielinski and Morin in favor; Commissioner Corey abstained as he was not present for the October 30, 2019 meeting.

COMMUNITY INPUT:

None

APPOINTMENTS:

None

TREASURER'S REPORT:

Treasurer Debbie Vinal provided the Board with a detailed financial report ending October 31, 2019 pointing out receivables are at 33.98%, and expenses are at 29.42%, under by 4.58%.

The Commissioners asked what vehicle in the fleet is scheduled for replacement this year. Mrs. Vinal stated both truck #28 and #29 (the new field services operator and Johnny Hudzik's truck) would be up, but that both are 2015s, and Johnny's truck has only 40,000+/- miles on it. Mrs. Vinal provided the Board with copies of vehicle sales from "Municibid", which is an online auction several cities and towns are taking advantage of, and will look into the details of selling vs. trade-in values.

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

DISTRICT COUNSEL'S REPORT:

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

District Counsel Arthur Sullivan informed the Board this matter is on the Town Meeting Warrant, which is scheduled to be held this Monday, November 18th.

DWSD Acts & Bylaws Update:

Tabled

Easement at Winding Brook Estates:

District Counsel Arthur Sullivan reported he has not received the title report back yet. Once that is received, the District can discuss next steps.

166 Frost Road appraisals:

Attorney Sullivan reported he has finally received the receipt for correspondence sent to the property owner, but still has not heard anything more. Attorney Sullivan stated he has asked Tighe & Bond to begin to prepare for a hearing with DEP at this point, and T&B were going to submit a quote to the Superintendent. The Superintendent stated he has not received a quote from Tighe & Bond as of today.

Hearthstone Lane – Total cost to the District:

District Counsel Roland Milliard informed the Board he filed a stipulation of dismissal with the court for the Hearthstone Lane matter, but has not yet received the documents stating it is filed. Kelley Chasse has deposited the settlement check in the amount of \$7,000.

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

SUPERINTENDENT'S REPORT:

Tyngsboro and New Boston Well Fields:

Superintendent Michael Sheu stated there is no new news to report on Tyngsboro Well Fields.

New Boston Well Field:

Mr. Sheu reported New Boston Well #1 was offline for a week because of high Manganese. The Well has been flushed and Manganese levels monitored, and was put back in service on November 4, 2019.

Distribution System:

2083 Bridge Street:

Mr. Sheu informed the Board the water connection work for this project (A.L. Prime) was started on October 23, 2019 and is not yet completed.

1530 Bridge Street/144 Greenmont Avenue:

Mr. Sheu stated this proposed project will not happen unless/until the Government Grant for low income housing is available, and suggested the Board review the SDF, as the fee structure presented is for Commercial use. Mr. Sheu and Kelley Chasse will provide the Board with an updated residential (single and multi-family homes, apartments, hotels, and assisted living facilities) SDF fees proposal. Attorney Sullivan reminded the Board that the District came up with the formula for pipe size for this very reason.

145-155 Broadway Road:

Mr. Sheu informed the Board he was contacted by Mark Cooperstien, consultant for the proposed project at 145-155 Broadway Road, "Lazy River" regarding filing the SDF fee for this project. Mr. Cooperstien was informed he needs to come back before the Board to present the project design, and discuss how to resolve the water connection issues, as they do not have enough water pressure.

SUPERINTENDENT’S REPORT (Cont’d):

625A Broadway Road:

Mr. Sheu informed the Board Brent Dow has filed a permit to construct an office building and yard at 625A Broadway Road. Mr. Dow is expected to contact the Board’s Secretary to be put on the agenda for the next regularly scheduled meeting, December 4, 2019.

Other:

Mr. Sheu informed the Board he was contacted by Paul Pires, Superintendent for the Lowell Regional Water Utility, regarding taking samples from out-of-town properties serviced by them. Lowell currently has a very high rate (30%) of unaccounted for water, and will be conducting testing to see that accounts serviced by Lowell but located in Dracut are being billed correctly. The District will send out a reverse 911 message to the residents affected to make them aware. Mr. Sheu emphasized the importance of Lowell Water Utility staff wearing badges to identify themselves.

Mr. Sheu provided the Board with copies of correspondence between himself and Mr. Pires, noting that if water conductivity is less than 220, the water is likely from Lowell; between 220 and 400, the water is in the mixing zone, and greater than 400, the water is from the DWSD.

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

OLD BUSINESS:

Tighe & Bond – Master Plan:

Mr. Sheu reported there will be another four weeks for treatment evaluation data, and that there were some signs of improvement on treatment. The Green Sand Treatment Pilot Test was started on 10/23/19, was completed on 11/8/19, and the trailer has been removed from the Tyngsboro Wellfield.

State Revolving Fund:

Nothing new to report

Mass DEP Asset Management Grant Application:

Nothing new to report

Proposal of Operating Kenwood Water System:

Mr. Sheu informed the Board there is grant money available for the removal of AC Pipe, which is something to consider if the District reconsiders the proposal of Operating the Kenwood Water System. For now, the Commissioners agreed this item should be taken off the agenda.

OLD BUSINESS (Cont'd):

Staff Salary Adjustment:

Nothing new to report

OPEB:

Chairman Zielinski asked the Secretary to take this item off the agenda

NEW BUSINESS:

EPA's Assessment & Emergency Response Plan:

Mr. Sheu provided the Board with information on the EPA's Risk and Resilience Assessments & Emergency Response Plans. The District will have to comply with these new regulations by June 30, 2021.

Superintendent Time Off:

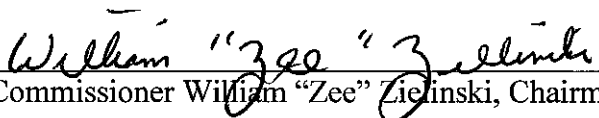
Mr. Sheu informed the Board he is planning vacation time to visit family the end of January and beginning of February, and will provide exact dates as soon as possible.

Meeting Schedule


Chairman Zielinski announced the next meetings are scheduled as follows:

Wednesday, December 4, 2019	Executive Session for the purpose of discussing real estate acquisition and legal strategy thereto 5:30 PM Main Office Building/Conference Rm
Wednesday, December 4, 2019	Regularly Scheduled Meeting 6:30 PM Main Office Building/Conference Rm
Wednesday, December 18, 2019	Bylaw Subcommittee Meeting 5:30 PM Main Office Building/Conference Rm
Wednesday, December 18, 2019	Regularly Scheduled Meeting 6:30 PM Main Office Building/Conference Rm

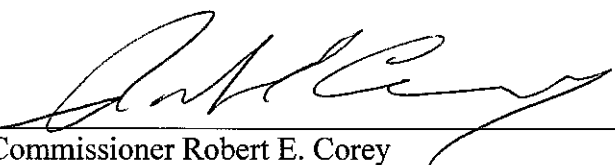
Commissioner Morin made a motion to adjourn the meeting at 8:10 PM. Seconded by Commissioner Corey. Motion passed unanimously.



Commissioner William "Zee" Zielinski, Chairman



Commissioner William L. Morin, Vice Chairman



Commissioner Robert E. Corey