

Commissioners Meeting  
Water Supply District of Acton  
Meeting Minutes  
February 25, 2013

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- Agenda:**
- A. Comments from Citizens
  - B. Approve Minutes of February 11<sup>th</sup> Meeting
  - C. OLD BUSINESS:
    - Discussion of Upcoming Joint Meeting with the Town of Acton Board of Health (BOH) for Monday, March 11, 2013.
  - D. NEW BUSINESS:
    - Discussion of Strategy for Planning the District's Financial Future.
  - E. EXECUTIVE SESSION: For Discussion of Pending Litigation

The regular bi-monthly meeting was called to order at 7:30 p.m. on Monday, February 25, 2013 at the Acton Water District Office by Mr. Ronald Parenti.

**Present at Tonight's Meeting:**

Commissioners: Ronald Parenti (Chairman), Leonard Phillips, and Stephen Stuntz.

District Manager: Chris Allen

Treasurer/Collector: Mary Jo Bates

District Counselor: Mary Bassett

Environmental Manager: Matthew Mostoller

Commissioners Secretary: Lynn Protasowicki

Finance Committee Member(s): William Guthlein, David Butler, and Charles Bradley

WLMAC: Barry Rosen and Paul Malchodi

**A. Comments from Citizens**

There were no comments from citizens at tonight's meeting.

**B. Approval of Minutes from February 11<sup>th</sup> Meetings**

Mr. Parenti moved to accept minutes of the meeting held on February 11, 2013 and Mr. Stuntz seconded the motion. The Commissioners voted in favor of approving the minutes.

**C. OLD BUSINESS**

*Discussion of Upcoming Joint Meeting with the Town of Acton Board of Health (BOH) for Monday, March 11, 2013.*

Mr. Allen reminded the Commissioners of the joint meeting with the Town of Acton Board of Health on Monday, March 11<sup>th</sup> at the Town Hall. He stated that he was in recent email correspondence with Ms. Barbara Kickham of the MassDEP (email enclosed in tonight's packets to Commissioners) regarding any "Capacity credit" that the BOH referred to at the fall open meeting with the Commissioners. He asked Ms. Kickham if there would be a possible permitted "capacity credit" for The District for connection of private wells to the public water supply. Ms. Kickham stated in her email that that the Sustainable Water Management Initiative (SWMI) term is "offset", and unless there was a proven environmental benefit DEP does not make it easy to achieve. Mr. Allen informed the Commissioners that this topic should definitely be discussed further at the March 11<sup>th</sup> meeting with the BOH.

**D. NEW BUSINESS**

*Discussion of Strategy for Planning the District's Financial Future*

All documents referred to in meeting minutes are available for inspection at the office of Acton Water District, 693 Massachusetts Avenue, Acton, MA 01720 (978) 263-9107.

Mr. Allen informed the Commissioners that he and Treasurer Ms. Bates have been discussing the financial future of the District and would like feedback and guidance on this topic from the Commissioners and Finance Committee. Now that there has been instruction from the Commissioners and Finance Committee for the District to not use the Grace Fund for financing projects, Mr. Allen and Ms. Bates are exploring how to fund future projects. He would just like to make sure that everyone is on the same page regarding the financial future of the District.

Mr. Allen mentioned that in a recent discussion with Lynn Ludwig from UniBank she was pleasantly surprised that the District had implemented a debt service fee. She thought it to be quite groundbreaking, innovative, and intuitive. Mr. Allen stated that the debt service fee is guaranteed revenue that is specifically designated for long term debt repayment. He reiterated to the Commissioners that the debt service fee will rise incrementally as more debt is taken on. The debt service fee is currently at \$60 per year and will rise to \$200 per year when the new South Acton Treatment plant is commissioned and long term bonding has taken place.

Mr. Parenti reviewed an email that Greta Eckhardt sent to the Commissioners regarding the debt service fee. Since Greta was not present at the meeting, Mr. Malchodi explained the reasoning behind the email. It is her philosophy that if the District encouraged more water conservation and get the users to use ½ the water then the District wouldn't need a new treatment plant. Her question, "why should those people who are conserving water be penalized and have to pay a yearly debt service fee?" Mr. Malchodi stated that Ms. Eckhardt understands the rational argument but she doesn't understand why she would be paying for people who wastefully discard water.

Mr. Phillips asked Mr. Malchodi if Ms. Eckhardt has seen the chart in the new Annual Report which shows the decrease in water usage across the town. He stated that every household is different and you can't generalize.

Mr. Parenti stated that he is reluctant to debate a topic when Ms. Eckhardt is not here to state her case but the Commissioners appreciate her input.

#### Other New Business

Mr. Allen informed the Commissioners of a recent water main project on Quarry Road. He stated that there is significant residential development occurring near Nara Park and the AWD had an opportunity to enter into a "Public/Private" partnership with the developer to connect a water main in the public way on Main St and interconnect the existing water main on Ledgerrock Way. Due to the relatively compressed time frame, Mr. Allen procured the materials and the developer, Bentley Homes from Concord, MA, hired the contractor to install the main and resurface the street. The work on the public way could only be done through November 15, 2012 and the work had to be started immediately in order to have it done by November 15, 2012. He informed the Commissioners that due to the fast turn-around he did not prepare an Invitation for Bid (IFB) or gather quotes. The project cost \$60,000 and funds were spent from the existing operating budget. Should the project have been engineered and bid, based on current market values, it is estimated to have potentially cost AWD \$250,000.00. Counselor Bassett stated that Mr. Allen should write a memo for the file and include the reasoning behind the emergency nature of this procurement. The Commissioners would like to review the memo before it is finalized.

#### **E. EXECUTIVE SESSION**

Mr. Parenti moved to go into Executive Session at 8:20 p.m. to discuss threatened and pending litigation as an open meeting may have a detrimental effect on the negotiating position of the public body, and then to reconvene in open session. Mr. Phillips seconded and Mr. Stuntz voted by roll call vote to enter closed session.

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The Commissioners resumed regular session at 8:55 p.m. Mr. Parenti made a motion to adjourn at 8:55 p.m. Mr. Stuntz seconded the motion and it was unanimously approved.