

Commissioners Meeting
Water Supply District of Acton
693 Massachusetts Avenue
Acton, MA 01720

February 26, 2007

Agenda: Comments from Citizens
 Accept Minutes of February 12, 2007

OLD BUSINESS

Woodlands (Avalon Bay)

NEW BUSINESS

7:30 – WLMAC Meeting

8:30 – Bennet/Yarger Assoc.

Minutes of February 26, 2007 Commissioners Meeting

Regular bi-monthly meeting. Present were Commissioners Parenti, Phillips, and Stuntz. Also in attendance were District Manager James Deming, District Council Mary Stanford, Moderator Dick O'Brien, and Finance Committee member Bill Kingman. Representing the WLMAC were members John Cipar, Greta Eckhardt, Paul Malchodi, and Barry Rosen. Also present were Richard Kobayashi from Bennet/Yarger Assoc., Barbara Chick from the League of Women Voters, and representing ACES was George Johnston.

The meeting was called to order at 7:37 P.M.

Comments From Citizens:

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

Mr. Stuntz moved to accept the minutes of the meeting of February 12, 2007 and Mr. Parenti seconded the motion. The Commissioners were all in favor of approving the minutes.

NEW BUSINESS

7:30 – WLMAC Meeting

WLMAC member Barry Rosen opened the discussion with the Commissioners and reviewed the corrections that were made to the Conditions for Possible District Expansion Report. The WLMAC took into account comments from Citizens as well as the comments from the Commissioners at the last meeting. He informed the Commissioners that the history of the Acton Water District has been added to the report as the Commissioners had requested. He also wanted to thank Ms. Ceraso and Mr. Deming for their help when requested from the Committee.

Mr. Stuntz stated that he was impressed and couldn't have asked for a better report. He said that it makes it easier for the Commissioners to move forward and the report could be used as a reference document for a long time to come.

Mr. Parenti asked the WLMAC if there were any main points for recommendations and Mr. Rosen responded that the Committee doesn't recommend that the AWD go forward with Avalon Bay beyond District boundaries; did not meet criteria. He said that the same four strategies in the report are the main things the Committee recommends the AWD do before moving forward. Mr. Malchodi felt that if the Acton Water District is going to go outside the boundaries, there should be something in it for the AWD. Mr. Cipar felt that what the AWD supplies and the demand of what the town needs should be balanced and they may have to restrict growth at some point. He also said that there should be collaboration between the towns.

Mr. Phillips complimented the Committee on the thoroughness of the report and said that the four point strategies gives the Commissioners perspective on establishing a merely functional relationship to have more of an active role on development plans. He also said that the 4th point was the richest area to be explored by the Commissioners. The Commissioners all agreed that the report should be available at the Acton Town Hall and/or the Acton Memorial Library.

Mr. Phillips asked "how is the district defined" and Mr. Rosen replied per square foot; four times the normal business district (4-5 story building).

Mr. O'Brien said that he felt the number of Commissioners need to be expanded to perhaps five Commissioners as it would be difficult to carry out with the current structure.

Mr. Parenti asked the WLMAC if they felt their job was completed or was there something beyond the report and Ms. Eckhardt responded that they don't need to continue as a committee, but she would still like to be involved. Mr. Malchodi said the original charter has been completed which has been a two year process. Mr. Parenti felt it would be a benefit to staying on as a committee for awhile and Ms. Eckhardt said she was willing to stay on the committee as a resource.

Mr. Deming asked the Commissioners for permission to hand out the report when necessary. He recommended that he deliver the final copy of the report to the Town

Manager. He will also inform the WLMAC regarding the meeting that will be set up to present the report to the Selectmen. A final version of the report will be posted on the AWD Website.

Mr. Stuntz moved to accept the final Conditions for Possible District Expansion Report and Mr. Phillips seconded the motion. The Commissioners were all in favor.

8:30 – Bennet/Yarger Assoc.

Richard Kobayashi (Managing Director) from Bennet/Yarger Association attended tonight's meeting to answer questions the Commissioners had regarding the District Manager search proposal that his company has submitted to the Acton Water District. Mr. Kobayashi informed the Commissioners that he was a Water Commissioner for twelve years for the Town of Belmont. He described to the Commissioners how the Bennet/Yarger process works. They ask clients questions such as "what are the critical challenges facing the AWD?" and "what kind of person does the AWD need to run the organization?". They will publish a profile statement via network, their website, and newspaper advertisements. They will select 4-6 candidates for the position for the board to interview. He feels that interpersonal skills are very important. The normal pool of candidates will be from this region or people who want to return to this region.

Mr. Phillips discussed how this is a hands on as well as an administrative position and that these interviews would be an "open meeting law".

Mr. Kobayashi said he has been with Bennet/Yarger Association for approximately 10 years and has also been doing outside consulting as well. He will send Mr. Deming a couple references by email. He informed the Commissioners that this process can't be done in less than two months and it will take 2 ½ to 3 months to complete.

Mr. Stuntz requested that they get other proposals (including prices) before making a decision and Mr. Deming said he will get two more proposals for the next Commissioners' Meeting held on March 12, 2007. Mr. Deming also feels that the Commissioners should talk to the Acton Water District Employees before hiring a recruiter.

OTHER NEW BUSINESS

Mr. O'Brien will not be attending the Annual Meeting held on March 21, 2007. Ms. Bassett-Stanford will fill in as temporary Moderator. She will be elected by the body.

OLD BUSINESS

Woodlands (Avalon Bay)

Mr. Deming reviewed with the Commissioners the memo received from Stantec

regarding hydraulic analysis for Woodlands at Laurel Hill. He said that the actual development now has insufficient pressure to supply the development. He discussed the 10 inch water main that would be added at the entrance and that there are two buildings we service with water and piping. There would be a connection off the pumping station that would open under fire flow conditions.

The current water service to the "Digital Building" is 41 psi, 1320 gpm and with the Woodlands connected to the water system the water service would be 36 psi, 1214 gpm (7% loss of the minimum). If a fire occurs at the top of the hill, the pump station would have to reach the area. Avalon Bay is willing to pay the AWD to have the responsibility. Mr. Deming ran the numbers and doesn't feel the AWD should have a booster pump for 106 gallons a minute to supply this one building and he also said the AWD could put a connection in with a physical valve.

Mr. Parenti moved to adjourn the meeting and Mr. Stuntz seconded the motion.

The meeting adjourned at 9:43 p.m.