

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

March 26, 2007

Agenda: Comments from Citizens
 Accept Minutes of March 12, 2007
 Executive Session Minutes of December 4, January 8 & 22nd

OLD BUSINESS

Town of Acton Sidewalk Work in Front of Conant #1
(Town of Acton “Right of Entry”)

NEW BUSINESS

7:30 P.M. – Tom Groux, Groux and Associates
Annual Meeting Follow-up
NEWWA and MWWA Job Positions
Cell Tower Discussion

Minutes of March 26, 2007 Commissioners Meeting

Regular bi-monthly meeting. Present were Commissioners Parent, Phillips, and Stuntz. Also in attendance were District Manager James Deming, District Council Mary Bassett, Treasurer/Collector Mary J. Bates, Moderator Dick O’Brien, and Finance Committee Member Ted Jarvis. Also joining the meeting were Barbara Chick from the League of Women Voters, George Johnston representing ACES, and Tom Groux (Groux and Associates).

The meeting was called to order at 7:32 P.M.

Comments From Citizens:

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

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

Mr. Stuntz moved to release the Executive Session Minutes from the meetings held on December 4, 2006, January 8, 2007, and January 22, 2007 and Mr. Parenti seconded the

motion. All the Commissioners voted in favor of releasing the Executive Session Minutes.

NEW BUSINESS

7:30 P.M. – Tom Groux, Groux and Associates

Mr. Groux from Groux and Associates attended tonight's Commissioners meeting to review the proposal he submitted for recruitment services for the District Manager's position. He discussed his background and stated that Groux and Associates is a small one person firm and that he has an associate out of state located in New York City. He mentioned that he was an interim Town Manager and Administrator and that he has experience in local government. He supplied the Commissioners with references. Mr. Stuntz asked "how long has Groux and Associates been in business?" and Mr. Groux responded that it was founded in 1999. He also said that he worked for towns that had water departments and not water districts. He mentioned that he has done consulting with the towns of Framingham and Lexington.

Mr. Stuntz asked what Mr. Groux felt would be the hardest part of placement and Mr. Groux responded that it is no different than the town manger or school superintendent positions. He also felt that fewer applicants are available for these positions. Mr. Groux handed out a flyer that he created for a job opening in Lexington for a town manager.

Mr. Parenti asked Mr. Groux if he receives a large number of applicants, does he present all the applicants to the Search Committee? Mr. Groux responded that he makes copies and files the resumes with the town and that he evaluates the resumes based on a certain criteria. He then reviews with the Search Committee and the Board of Selectman and makes suggestions on who he feels should be a candidate. He said that he received 59 applicants for the Town of Lexington and reduced the number to 13 for the Search Committee and then down to 3-4 for the Board of Selectman.

Mr. Phillips asked "how do you corroborate resumes for a top down organization"? and Mr. Groux responded that for the candidates he recommends for interviews, he verifies data on resumes and asks candidates to supply a release for information. He doesn't do background checks, but suggests doing CORI checks. He also mentioned that he looks in Google for information. Mr. Groux said that he would speak with Mr. Deming for technical advice and requirements.

Mr. Groux asked the Commissioners if they decide to choose him as the recruiter, what would be the start date and Mr. Parenti said that the recruiter would start very soon.

Committee Discussion

Ms. Bates informed the Commissioners that the Reserve Fund balance is \$15,000. Mr. Deming stated that this is not an unforeseen expense and that it doesn't fall into this account. He said that the Reserve Fund will need to be used for auto maintenance and fuel.

Mr. Deming gave the Commissioners a copy of the addendum that he received from

Bennet/Yarger Association.

Mr. Stuntz moved that the Commissioners hire Mr. Groux (Groux and Associates) and Mr. Phillips seconded the motion. All of the Commissioners approved the hiring of Mr. Groux.

OLD BUSINESS

Town of Acton Sidewalk Work in Front of Conant #1 (Town of Acton "Right of Entry")

The Town of Acton will be installing sidewalks on Main Street between Post Office Square and Great Road. This is on the south side (Brewster Conant's land) to the AWD land located at the Conant 1 well site. The Town of Acton has asked permission from the Acton Water District for a temporary construction easement as they will need to work on the AWD's property. Mr. Deming gave the agreement to District Counsel Mary Bassett to make a few changes and he will sign the agreement once the changes are made.

NEW BUSINESS

Annual Meeting Follow-up

Mr. Deming informed the Commissioners that the consultant, Wright-Pierce, for the Kennedy/Marshall Well will supply the contract (the engineering and design of the plant) for the Commissioners to sign at the next Commissioners Meeting held on April 9, 2007.

Cell Tower Discussion

Mr. Deming said that Sydney Johnson attended the Annual Meeting to discuss the cell tower, but the issue was not on the agenda. He spoke with Mr. Johnson at the meeting and reported that a town group is trying to rationalize the placement of cell towers around town. By law, to limit where cell towers can go, they will need to have places where they can go and the Committee was looking at the AWD land as those locations. Mr. Johnson didn't realize that leases are voted on by the District. It was also felt that the Commissioners couldn't bind future Commissioners to a course of action.

Mr. Stuntz suggests that the Commissioners should encourage Mr. Johnson and Mr. Tuffin or other Committee members to come to a meeting for discussion.

NEWWA and MWWA Job Positions

Mr. Deming gave the Commissioners copies of job postings that were located on the NEWWA and MWWA web-sites that they could consider posting the AWD District Mangers position.

Mr. Parenti moved to adjourn the meeting and Mr. Stuntz seconded the motion. The meeting adjourned at 8:24 p.m.