

Board of Water Commissioners  
Meeting Minutes  
Acton Water District  
693 Massachusetts Avenue, Acton MA  
Monday, May 11, 2020

**AGENDA**

**OLD BUSINESS:**

1. Follow-up Discussion on the Town of Acton's Housing Production Plan (HPP)

➤ Comments were submitted to the Acton Selectboard for the hearing on May 4, 2020

**Present at Today's Meeting:**

Commissioners: Stephen Stuntz (Chair), Erika Amir-Lin, Barry Rosen

District Manager: Chris Allen

District Counsel: Mary Bassett

Environmental Manager: Matthew Mostoller

Finance Committee: Dave Butler, Bill Guthlein

District Moderator: Richard O'Brien

Commissioners Secretary: Lynn Protasowicki

**Citizens:**

Kim Kastens

David Martin

Due to the Covid-19 stay-at-home order by Governor Charles Baker, the Board of Water Commissioners meeting was not held at the Acton Water District office instead the meeting was held via a video conference using Zoom. The meeting was called to order at 4:00PM on Monday, May 11, 2020 by Mr. Stephen Stuntz.

**OLD BUSINESS:**

1. *Follow-up Discussion on the Town of Acton's Housing Production Plan (HPP)*

➤ Comments were submitted to the Acton Selectboard for the hearing on May 4, 2020.

Mr. Rosen stated that in his recent discussion with Acton Selectmen, John Benson (liaison to the Acton Community Housing Corporation). The consultants were not going to be prepared to move forward immediately because they received too many comments to the HPP to incorporate into the next draft of the document. There is still time for additional comments and discussion of the document. This is a great opportunity for the District to work closely with the Town to make any additional comments or clarifications. Mr. Rosen noted that there will no longer be a joint meeting with the Planning Board because the revised Housing Production Plan (HPP) was not going to be available until at least Monday, May 18. It may be postponed until June. There will be some discussion at the next Selectmen meeting on Tuesday night. Mr. Rosen is suggesting that the District should comment on each individual section of the HPP. We might be able to get our hands on the actual document to make direct comments into the plan.

Ms. Amir-Lin suggested that all comments to the HPP should be from Mr. Allen and Mr. Mostoller. She was wondering if the Commissioners are the right body to write the letter. Mr. Rosen stated that the letter should come from the District not the Commissioners. Ms. Amir-Lin thinks it's a great idea to comment on the document while it's in process and doesn't think that a letter is a good vehicle to make their comments. Mr. Stuntz mentioned that the letter states that "we want to work together". We would expect that the Acton Water staff should be the ones to write all the comments. Ms. Amir-Lin stated that as long as it's not the Commissioners who are writing the bulk of the letter. Mr. Rosen stated he ran the wording by John Benson, who thought the letter would be fine and understood it would come from Mr. Allen and Mr. Mostoller. Mr. Rosen stated that the Planning Board and the Board of Selectmen are the ones who will approve the document and they'll submit to the state.

Mr. Allen doesn't think a letter is required. The District can go through the HPP and make the comments/edits. District is happy to work with the Town on this. Commissioners all agree that they want to work with the Town. Mr. Allen suggested tweaking the letter to state that this is a great opportunity to have the District staff comment on the HPP.

Mr. Stuntz stated that the letter should state the following..."opportunity to have the Acton Water District staff to comment on the housing production plan."

David Martin - He welcomes all comments into the document but would not want any Board to make their comments directly into the Housing Production Plan document.

Kim Kastens - she had an opportunity to read all the comments from the other Boards in town and they all were made to sound "urgent/important/critical". She suggests that any sections in the document that must deal with water be commented as "urgent".

Mr. Mostoller stated that the initial comments made by the District were somewhat broad.

Mr. Rosen suggested that comments should be more pointed and be more specific of what sections of the HPP to which it referred. This is the District's opportunity to make sure we get our points across. Mr. Stuntz stated that our comments are to help make the HPP better, but it doesn't guarantee that it will improve it to help get the states approval.

Mr. Allen suggested that this might be a good opportunity for the Water Land Management Advisory Committee (WLMAC) to get involved and make comments. Ms. Amir-Lin thinks that this is a great idea. And she noted that the WLMAC has had no mission driven project for them to take it up, but this might be a good one.

Mr. Rosen mentioned that on Tuesday night the Selectmen meet, and he will find out the timeline as to when the comments are needed by.

Mr. Stuntz motioned to send the letter to the Acton Selectmen. Ms. Amir-Lin seconded the motion and it was unanimously approved.

Other Business per Mr. Allen:

1. Central Acton Water Treatment - Waterline agreed to hold their bid until July 1st.
2. He will put agenda out for May 18th (4PM) about Special District Meeting regarding process of the meeting; new date; location, etc.

*Mr. Stuntz moved to adjourn the open meeting at 4:35 PM. Ms. Amir-Lin seconded the motion and it was unanimously approved by a roll call vote.*