

Board of Water Commissioners Meeting Minutes  
Acton Water District  
693 Massachusetts Avenue, Acton MA  
Monday, June 15, 2020

AGENDA

- A. Annual Appointments and Board Realignment
- B. Comments from Citizens
- C. Approve Minutes from Meeting of May 11, 2020

D. OLD BUSINESS:

- 1. Appoint One Commissioner to Approve Warrants While Conducting Meetings Virtually
- 2. District Manager's Contract
- 3. District's Annual and Special District Meetings Held on Monday, 6/8
- 4. Update on Per- and Poly-Fluoroalkyl Substances (PFAS)

E. NEW BUSINESS:

- 1. Notice of Award for Central Acton Water Treatment Plant (CAWTP) DW- SRF Project #4575 for Contract #1 (Waterline Industries-Treatment plant) & Contract #2 (Five Oaks Construction-Water main upgrades)

**Present at Today's Meeting:**

Commissioners: Stephen Stuntz (Chair), Erika Amir-Lin, Barry Rosen  
District Manager: Chris Allen  
District Treasurer: Mary Jo Bates  
District Counsel: Mary Bassett  
Finance Committee: Dave Butler  
Commissioners Secretary: Lynn Protasowicki

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 7:00 PM on Monday, June 15, 2020 by Mr. Stephen Stuntz.

**A. Annual Appointments and Board Realignment:**

Mr. Stuntz moved to appoint the following:  
Mary Bassett as District Counsel  
Maureen Mara as District Auditor  
MaryJo Bates as District Treasurer & Collector  
Chris Allen as District Assistant Treasurer  
Lynn Protasowicki at District Secretary

Mr. Rosen seconded the motion and it was unanimously approved by a roll call vote.

After his re-election, Mr. Stuntz was sworn in as a Commissioners by William Stanford District Clerk of the Water District of Acton.

Mr. William Stanford sworn into office the following:

Mary Bassett as District Counsel

MaryJo Bates as District Treasurer & Collector

Chris Allen as District Assistant Treasurer

Lynn Protasowicki at District Secretary

Commissioners Stephen Stuntz, Barry Rosen, and Erika Amir-Lin

Mr. Stuntz nominated Mrs. Amir-Lin for Chair of the Board of Water Commissioners, Mr. Rosen seconded the motion, and it was unanimously approved by roll call vote.

Mr. Stanford will swear in over the phone those that were not present tonight.

**B. Comments from Citizens:**

No comments tonight.

**C. Approve Minutes from Meeting of May 11, 2020:**

Mr. Stuntz motioned to approve the minutes of May 11, 2020. Mr. Rosen seconded the motion, and it was unanimously approved by a roll call vote.

**D. OLD BUSINESS:**

*1. Appoint One Commissioner to Approve Warrants While Conducting Meetings Virtually.*

Mr. Stuntz moved to appoint Ms. Amir-Lin as the Commissioner to approve warrants while conducting meetings virtually. Mr. Rosen seconded the motion, and it was unanimously approved by a roll call vote.

*2. District Manager's Contract.*

Mr. Stuntz moved to approve the District Manager's contract. Ms. Amir-Lin seconded the motion, and it was unanimously approved by a roll call vote. Mr. Stuntz asked if there were any comments. Mr. Rosen asked Mr. Allen if he wants more guidance in goals or strategies for which the Commissioners are looking from him. Mr. Allen replied that he feels pretty connected to the Board, the communication between he and the Commissioners is good; find that their feedback allows him to move forward with strategy and confidence; and finds it helpful that the District holds their open meetings twice a month to get immediate feedback on issues.

*3. District's Annual or Special District Meetings Held on Monday, 6/8*

Mr. Allen stated that he wanted to express his appreciation to the District staff for pulling the meeting together. Attendees seemed to like the outdoor meeting. Ms. Amir-Lin also wanted to thank everyone as well, a lot of work for staff to pull together; people seemed comfortable with setup; were still able to participate. She thought it went really well. Mr. Stuntz stated that it just shows that the District can adjust to what we need to do to get the job done.

*4. Update on Per- and Poly-Fluoroalkyl Substances (PFAS)*

Mr. Allen stated that the Commissioners received a draft of public notice; the bulleted points are all required by DEP; the plan is to send it concurrent with annual consumer confidence report and water quality report. He stated that all along you have been updated on sample analysis results. We have engaged our engineering consultant. We will also plan to apply for a state grant. MA rolled out grant up to a maximum of \$200K for various aspects of PFAS analysis one of which is design and permitting solutions which will be our objective. The state covered all the sample costs for our system analysis. We will continue to analyze going forward. The North Acton Water Treatment Plant was the highest contribution to the system just under 50 Parts per Trillion (ppt). The four sources have various concentrations so operationally we will have to make some decisions on how to restore that facility. The plant should be coming back online next week. The Kennedy Well #2 is the highest contributor with 90 ppt; Kennedy Well #1 is about 40 ppt; and other two wells are in the teens. We will experiment with the facility running to waste prior to returning it to normal service.

South Acton Water Treatment Plant is just above 20 ppt with Assabet 1A will with highest contributor with 35 ppt. There may be some strategic operational decisions to make. We have looked at reactivating Assabet 2 which is an emergency source right now and Assabet 3 where we've done some sample analysis (which still has some 1,4-dioxane presently). The PFAS concentration in Assabet 3 was just about 5 ppt.

Those are some of the operational things we have been discussing. Looking for feedback on the notice. There is still time before it needs to be released.

Mr. Stuntz asked if we should talk about how much 1 part per trillion is? We don't want to stir up fear. If there is some way to talk about the flow through. Mr. Allen stated that concentrations, definitions and abbreviations will be explained in the CCR but doesn't really break it down to common terms or make analogies. It does explain part per million; part per trillion in relation to the report. We will have conversations with the public, and those discussions may ensue. We are doing what MassDEP is requiring of us. Mr. Stuntz suggests a graph that shows relative concentrations curve in our literature. Mr. Mostoller will be designing a web page for PFAS prior to public notice so it's all available prior to people's receipt of the notice.

Ms. Amir-Lin stated having a website prepared is good to have before the public notice goes out. She inquired as to what is MassDEP's stance in terms of us having to provide a remedy so if someone calls and wants bottled water provided how are we reacting? Mr. Allen stated that MassDEP is letting us figure that out. The bottled water has to be certified PFAS free. We haven't come to a firm decision as to the remedy we want to pursue except for operational mitigation and to keep high concentration sources offline.

Ms. Amir-Lin asked about the Consulting Engineer. Have we already retained or in process of retaining? Mr. Allen stated that our Consulting Engineer will be Wright-Pierce. She stated that they are not known for doing cutting edge PFAS work, so she has a concern that they aren't the right fit to develop a long-term solution for the District. She recommends that we do some research on other companies as there are other firms that are dealing with PFAS. Before we commit to something that is expensive, she would like to discuss with other firms. She would be interested in pursuing. Mr. Stuntz stated that the more information is always good. Mr. Rosen would like to have someone who has done work in PFAS. Mr. Allen stated that we can put out a

short list RFP; do some interviews with other engineering firms. We are very familiar with Wright-Pierce. Ms. Amir-Lin agrees to do a small RFP for PFAS.

Mr. Rosen had a question on the document. He already gave Matt Mostoller his feedback. This will be a scary document when people read it. We need to do a little education when the document goes out. He suggested that the document get rearranged a bit by moving the description of PFAS after the paragraph that describes the problem. Mr. Allen stated that it shouldn't be a problem with switching the paragraphs around. Mr. Rosen will send Matt Mostoller his suggestions.

**E. NEW BUSINESS:**

*1. Notice of Award for Central Acton Water Treatment Plant (CAWTP) DW- SRF Project #4575 for Contract #1 (Waterline Industries-Treatment plant) & Contract #2 (Five Oaks Construction-Water main upgrades).*

Contract #1 - Mr. Stuntz moved to approve the notice of award for the Central Acton Water Treatment Plant to Waterline Industries in the amount of \$9,757,677. Ms. Amir-Lin seconded the motion, and it was unanimously approved by a roll call vote (Mr. Stuntz, Mr. Rosen, Ms. Amir-Lin)

Contact #2 - Mr. Stuntz moved to approve the notice of award for the Central Acton Water Treatment Plant to Five Oaks Construction in the amount of \$922,832.06 for water main improvements. Ms. Amir-Lin second the motion, and it was unanimously approved by a roll call vote (Mr. Stuntz, Ms. Amir-Lin, Mr. Rosen)

*Ms. Amir-Lin moved to adjourn the open meeting at 7:55 PM. Mr. Rosen seconded the motion, and it was unanimously approved by a roll call vote.*