

Board of Water Commissioners
Meeting Minutes
693 Massachusetts Avenue
Monday, August 14, 2017

- A. Comments from Citizens
- B. Approve Minutes of July 17th Meeting

C. NEW BUSINESS:

- 1. Maureen Mara of Mara CPA, PC for FY 2017 Annual Audit Results
- 2. Update on the Indian Village & Littlefield Road Water Main Improvement
 - * Review progress for water main improvements on Agawam, Mohegan, Quaboag, Sioux, Seminole and Littlefield using Aquapipe re-lining technology

D. OLD BUSINESS:

- 1. Update on Nuclear Metals Superfund Site
- 2. Request from Town of Concord for Reconsideration of Water Supply from the District's System to its Bus Maintenance Facility off Knox Trail

Present at Tonight's Meeting:

Commissioners: Ron Parenti, Leonard Phillips
District Manager: Chris Allen
District Treasurer: Mary Jo Bates
District Counsel: Mary Bassett
Commissioners Secretary: Lynn Protasowicki
Finance Committee: Chuck Bradley
WLMAC: Barry Rosen

Acton Town Selectman: Janet Adachi

The Board of Water Commissioners meeting was called to order at 7:30 PM on Monday, August 14, 2017 at the Acton Water District office by Mr. Parenti.

A. Comments from Citizens:

No comments at tonight's meeting.

B. Approve Minutes of June 17th Meeting:

Due to Mr. Stuntz not being present, the approval of these minutes was postponed until the next meeting.

C. NEW BUSINESS:

1. Maureen Mara of Mara CPA, PC for FY 2017 Annual Audit Results.

Enclosed in tonight's packets to the Commissioners is the FY 2017 Annual Audit Results. Ms. Mara is present tonight to review some of the most notable findings from the audit.

*Unsold Water Percentage: She stated that 2017 reflected a decrease in water and demand fees and that revenue was down about \$500,000. The District was able to maintain free cash at the same level. She noted that FY 2017 had quite impressive results in unsold water – percentage was down to 11.4%. She stated that is could be due to a function of more accurate metering data.

*Net Pension Liability: Middlesex County Retirement System reasonable in financial statements. She stated that the ongoing increase in the liability can be attributed to several calculations, including the reduction this year in the System's anticipated rate of return 7.875% to 7.75% (noting that when the percentage goes down the liability goes up).

*Other Post-Employment Benefits (OPEB): changes in benefits (higher in 2009); working towards liability of \$1,075,000 and currently District has \$820,000. Stated that it's getting closer to being fully funded.

*Fund Balances: reviewed what is in each of these funds (free cash, capital projects, grace trust fund, and OPEB trust fund). She mentioned that the District has not received the free cash certification but expect it any day now.

*District Investments: OPEB is growing by investments unlike Grace that is not having money put into it. OPEB has consistently maintained growth.

2. Update on Indian Village & Littlefield Road Water Main Improvement.

Review progress for water main improvements on Agawam, Mohegan, Quaboag, Sioux, Seminole and Littlefield using Aquapipe re-lining technology: Mr. Allen stated that flushing and testing the disinfection didn't pass bacteria analysis; 130 services received notification of changeover to the temporary over-ground piping. The project is scheduled to finish in late October, but could be pushed in or out depending upon how everything goes; all to be completed by mid-November.

D. OLD BUSINESS:

1. Update on Nuclear Metals Superfund Site.

Mr. Allen reported that there is no update to give. He was to receive data from *de maximis* but they are having some issues with the 1,4-Dioxane remediation system from Evoqua. He did receive a packet of data late this afternoon from them and will review with Mr. Mostoller and will share findings at a future meeting.

2. Request from Town of Concord for Reconsideration of Water Supply from the District's System to its Bus Maintenance Facility off Knox Trail.

Enclosed in tonight's packets to the Commissioners is some correspondence dated 7/12/17 between Rich Reine, Concord Public Works Director and Mr. Allen regarding the Town of Concord's request for the District to reconsider supplying water to Concord's bus maintenance facility off Knox Trail. One of the documents is a matrix of four water source options from Concord. The 7/12/17 request cited Article 1 of the District Rules and Regulations, and the "emergent nature" of the request for water for a newly constructed transportation facility. The Commissioners discussed the request and determined that it is not an emergency situation. The Commissioners submitted Concord's request to WLMAC for its new recommendations.

Mr. Allen had forwarded this matrix to WLMAC, who are meeting tomorrow, and will review the chart and make their comments. Mr. Rosen mentioned that they have no documentation from Concord to back up the information on the matrix. WLMAC will provide a recommendation to the Commissioners at the next open meeting on Monday, September 11th.

3. Update on Solar Installation Project.

Mr. Allen provided a quick update on the solar installation project. The consultant is looking at Request For Proposals (RFP) for other solar installation systems. Mimicking the document used by the Town of Shrewsbury was recommended by Margaret Campbell, the District's consultant. They are waiting to hear about the Micro-grid feasibility study grant (due sometime in September). Mr. Allen mentioned that Bob Murch is setting up an electronic submittal for the RFP's to help streamline process. Mr. Allen will set-up a RFP review committee to review those submittals.

Mr. Phillips moved to adjourn the meeting at 8:25 PM and it was unanimously approved.