



Water Supply District of Acton

693 MASSACHUSETTS AVENUE
P.O. BOX 953
ACTON, MASSACHUSETTS 01720

TELEPHONE (978) 263-9107

FAX (978) 264-0148

Commissioners Meeting
Water Supply District of Acton
Meeting Minutes
September 8, 2014

Agenda:

A. NEW BUSINESS:

1. Maureen Mara of Mara & Associates for Results of the Annual Audit for Fiscal Year 2014 and Results of SRF Audit.

B. Comments from Citizens

C. Approve Minutes from the August 18th Meetings

D. OLD BUSINESS:

1. Update on Property Tax Abatement for 16 Knox Trail.
2. Progress on the Proposal for Amendment to the Groundwater Protection District (GWPD) By-law.
3. Update on Concord's Acquisition of 37 Knox Trail.
4. Update on Projects in Progress:
 - i. South Acton Water Treatment Plant Contract #1 & #2
 - ii. Hayward Road Water Main Improvement

The Board of Water Commissioners meeting was called to order at 7:35 p.m. on Monday, September 8, 2014 at the Acton Water District Office by Mr. Leonard Phillips.

Present at Tonight's Meeting:

Commissioners: Ronald Parenti, Leonard Phillips (Chairman) and Stephen Stuntz

District Manager: Chris Allen

Treasure/Collector: Mary Jo Bates

District Counsel: Mary Bassett

Commissioners Secretary: Lynn Protasowicki

Finance Committee: William Guthlein & Charles Bradley

Special Guest: Maureen Mara, Mara & Associates

A. NEW BUSINESS:

1. Maureen Mara of Mara & Associates for Results of the Annual Audit for Fiscal Year 2014 and Results of SRF Audit.

Ms. Mara presented to the Commissioners the results of the annual audit for fiscal year 2014. She referenced the management letter dated August 26, 2014 that is enclosed in tonight's packet and reviewed for the Commissioners the observations she made.

Ms. Mara also stated that State Revolving Fund (SRF) was audited and was completed by a separate accounting firm of Powers & Sullivan. The independent auditor's report is enclosed in tonight's packet to the Commissioners.

B. Comments from Citizens

None

All documents referred to in meeting minutes are available for inspection at the office of Acton Water District, 693 Massachusetts Avenue, Acton, MA 01720 (978) 263-9107.



Water Supply District of Acton

693 MASSACHUSETTS AVENUE
P.O. BOX 953
ACTON, MASSACHUSETTS 01720

TELEPHONE (978) 263-9107

FAX (978) 264-0148

C. Approve Minutes from the August 18th Meeting.

Mr. Stuntz moved to accept minutes of the meeting held on August 18, 2014 and Mr. Phillips seconded the motion and it was unanimously approved.

D. OLD BUSINESS:

1. Update on Property Tax Abatement for 16 Knox Trail.

Mr. Allen informed the Commissioners that Massachusetts Department of Revenue (MA DOR) granted the tax abatement for 16 Knox Trail.

2. Progress on the Proposal for Amendment to the Groundwater Protection District (GWPD) By-law.

Mr. Allen informed the Commissioners that Mr. Mostoller has been working with Ray Talkington, the project consultant from GeoSphere. They have a conference call with Geosphere tomorrow, Tuesday, August 9th. The timing and deadline for submittal on the proposed amendment for the special town meeting is still to be determined. Mr. Allen did mention that the final recommendations for the amendment will come from Geosphere.

3. Update on Concord's Acquisition of 37 Knox Trail.

Mr. Allen reminded the Commissioners that he provided to Scott Mutch, Town of Acton Zoning Enforcement Officer, comments on the Special Permit Application by the Concord-Carlisle Regional School District to modify the ingress/egress to the property at 37 Knox Trail that would allow storage of five school buses and associated driver's vehicles. The public hearing for this application is going on tonight to discuss this acquisition. Mr. Allen is not sure what the outcome will be.

4. Update on Projects in Progress:

- i. South Acton Water Treatment Plant (SAWTP) Contract #1 & #2
- ii. Contract #1

Mr. Allen stated that Waterline has asked for a 3-month extension (April 15th). Wright-Pierce, the engineer, stated to Mr. Allen that this extension is warranted. They just need to approval from Mass DEP.

Mr. Allen mentioned that Verizon needs to remove their lines on the existing utility poles. NStar needs to come and remove the old poles but this will only occur after Verizon has relocated their lines.

Contract #2

Mr. Allen informed the Commissioner that he received a letter from an Attorney in Worcester filing for mediation on behalf of JP Cardillo. JP Cardillo won the pipe contract for the SAWTP. They are looking for approximately \$300, 000 in claims/Change Orders. Mr. Allen has a meeting with Wright-Pierce (the engineer on the SAWTP) and Counselor Bassett to review documents.

Mr. Allen presented photos showing the progress of the treatment plant being built over the past 4 months.

Mr. Phillips stated that when the treatment plant is complete he suggests a large scale PR campaign.



Water Supply District of Acton

693 MASSACHUSETTS AVENUE
P.O. BOX 953
ACTON, MASSACHUSETTS 01720

TELEPHONE (978) 263-9107

FAX (978) 264-0148

Other Business:

Mr. Allen mentioned to the Commissioners that neither he nor Mr. Mostoller will be able to attend the September 22nd open meeting. He asked the Commissioners if they would like to postpone the meeting to September 29th or just meet at the next regularly scheduled meeting of October 6th. The group agreed to wait and meet on October 6th.

Mr. Phillips made a motion to adjourn the Board of Water Commissioners meeting at 9:43 p.m. and was unanimously approved.