

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

Agenda: Comments from Citizens
 Approve Minutes of October 19th Meeting

OLD BUSINESS

Water & Land Management Advisory Committee (WLMAC) Discussion
Discussion of the Dedication Date for the New Water Treatment Plant
Update from Working Session/Discussion of Strategic Planning
Update on Potential Land Acquisition at 60 Lawsbrook Road

NEW BUSINESS

Discussion of Civil Complaint for Knox Trail Eminent Domain Taking
Mandatory Ethics Training & Appointment of Liaison to the Ethics Commission
Proposed Meeting Schedule for January thru July 2010

Minutes of November 16, 2009 Commissioners Meeting

Regular bi-monthly meeting. Present were Commissioners Parenti, Stuntz, and Phillips, District Manager Chris Allen, Treasurer/Collector Mary Jo Bates, District Counsel Mary Bassett, Commissioners Secretary Lynn Protasowicki and Finance Member Bill Kingman. Also in attendance: Mary Michelman representing ACES, Barry Rosen of WRAC, John Cipar, Greta Eckhardt, and Chuck Olmstead of WLMAC

The meeting was called to order at 7:35 P.M.

Comments from Citizens

There were no comments from Citizens at tonight's meeting.

Approve Minutes of October 19, 2009

Mr. Parenti moved to accept minutes of the meeting held on October 19, 2009 and Mr. Stuntz seconded the motion. The Commissioners were all in favor of approving the minutes.

OLD BUSINESS

Water & Land Management Advisory Committee (WLMAC) Discussion

Mr. Barry Rosen opened up the discussion with the Commissioners regarding whether or not WLMAC should continue on as an advisory committee. He stated that each of the committee

member's terms has expired and that the tasks which were defined have been met. He proposed to the Commissioners that if WLMAC should continue as an advisory committee that the Commissioners would need to re-appoint the members. Mr. Rosen requested that AWD should provide some guidance on the direction that WLMAC should take.

Mr. Stuntz stated that it is nice to have a resource such as WLMAC who can take on the technical issues, assist with the long-term strategic planning and provide important feedback to AWD. Mr. Phillips suggested WLMAC consider the factors affecting water supply and costs, including meteorological history and outlook, and capital investment in, for example, water treatment systems. After discussion, the Commissioners suggested tasking WLMAC, among other things, with advising the Commissioners on these and other factors to consider in the next five-year Master Plan.

The AWD re-appointed Mr. Rosen and Ms. Greta Eckhardt for a three-year term to the WLMAC. The District Moderator will be requested to reappoint John Cipar and Chuck Olmstead for a two-year term and the Town of Acton has already made it appointment. All appointments will be made retroactive to the date of the members' term expiration. Mr. Charles Orcutt will officially do the swearing-in of each member on the committee.

Discussion of the Dedication Date for the New Water Treatment Plant

Mr. Allen recommended to the Commissioners that the dedication for the North Acton Water Treatment Plant be postponed until May 2010 during drinking water week. The Commissioners were all in favor of a springtime dedication.

Update from Working Session/Discussion of Strategic Planning

Mr. Allen reviewed with the Commissioners the working session which took place between himself, Dave Butler, Steve Stuntz, and Mary Jo Bates. In this meeting, they discussed the upcoming annual budget, the proposed rate hike for 2010, funding capital projects, allocating funds, and where the funds should come from. Mr. Allen stated that the budget projections for 2010 will be forthcoming.

Update on Potential Land Acquisition at 60 Lawsbrook Road

Mr. Allen stated to the Commissioners that the owner of 60 Lawsbrook Road confirmed her interest in selling .25 acres of her property to the Acton Water District. Ms. Bassett informed the Commissioners that AWD needs to have the land surveyed and appraised before proposing a price to the owner. Mr. Rosen of WRAC inquired about what the advantage would be to working with the town in turning the remainder of the land into affordable housing. Mr. Stuntz stated that he will speak with ACHC but that AWD should move forward with the survey and appraisal of land.

NEW BUSINESS

Discussion of Civil Complaint for Knox Trail Eminent Domain Taking

Ms. Bassett informed the Commissioners about the civil complaint filed by R&K Partners Trust, the previous owners of the 35,308 square feet parcel of land at 30 Knox Trail, against the Acton Water District . The complaint states that AWD did not pay the landowners enough for the eminent domain taking and that they are looking for severance damages. The property was taken by eminent domain and, pursuant to an appraisal; damages were assessed and paid in the amount of \$10,500 in March 2009. Ms. Bassett stated that the case will either be settled out of court or it will be a jury trial.

Mandatory Ethics Training & Appointment of Liaison to the Ethics Commission

Ms. Bassett informed the Commissioners of the new statute which took effect on September 29, 2009 which stated that all persons who are considered as municipal employees have to take ethics training and by April 2010 all municipal employees must take the on-line ethics exam. The on-line exam contains 25 questions. Upon completion of the exam, the municipal employee will receive a certificate. She stated that every two years municipal employees will need to take the on-line ethics exam.

Ms. Bassett stated that the Commissioners needed to appoint a senior level employee from the Acton Water District as the liaison to the ethics committee. The Commissioners appointed Mr. Chris Allen. Mr. Phillips moved to accept Mr. Allen as the new ethics liaison and Mr. Stuntz seconded the motion. The Commissioners were all in favor of appointing Mr. Allen as the new ethics liaison for the Acton Water District.

Proposed Meeting Schedule for January thru July 2010.

Included in this evening's packet to the Commissioners was a proposed meeting schedule for January thru July 2010. The Commissioners were all in favor of the proposed meeting schedule.

Mr. Parenti moved to adjourn the meeting and Mr. Stuntz seconded the motion. The meeting adjourned at 9:00 p.m.