

# 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  
November 17, 2014

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## Agenda:

- A. Comments from Citizens
- B. Approve Minutes from the November 10th Meetings
- C. OLD BUSINESS:
  - 1. Special Town Meeting Results and the Groundwater Protection District (GWPD) By-Law Amendment.
  - 2. Water & Land Management Advisory Committee (WLMAC) Presentation of Recommendations for Long-Range Plan.
  - 3. Update on Construction of the South Acton Water Treatment Plant.
    - Contract #1 – Waterline Industries
    - Contract #2 – JP Cardillo & Son
- D. NEW BUSINESS:
  - 1. Preliminary Review and Discussion of DRAFT Budget & Warrant Articles for Fiscal Year 2016.

The Board of Water Commissioners meeting was called to order at 7:30 p.m. on Monday, November 17, 2014 at the Acton Water District Office by Mr. Ronal Parenti.

### Present at Tonight's Meeting:

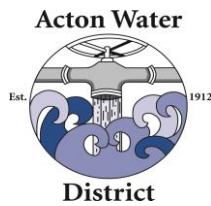
Commissioners: Ronald Parenti and Stephen Stuntz  
District Manager: Chris Allen  
District Treasurer: Mary Jo Bates  
District Counselor: Mary Bassett  
Commissioners Secretary: Lynn Protasowicki  
Finance Committee: Bill Guthlein  
WLMAC: Barry Rosen & John Cipar

### A. Comments from Citizens

Ruth & Pat Shaughnessy, 3 Kate Drive, Acton

Enclosed in tonight's packet to the Commissioners is an email sent to Mr. Allen regarding her water bill for the past quarter and the resulting water damage that they had in their home as a result of water pressure. Mrs. Shaughnessy reviewed for the Commissioners the issues per her letter. Mr. Allen informed the Shaughnessy's that water pressure varies throughout the entire system in Acton but typically the pressure is between 95-110 psi. The 150 psi in the Shaughnessy's system is not typical. They Shaughnessy's installed both a pressure regulating valve and an expansion tank as preventative measures. Mr. Shaughnessy asked if they were made aware of leak in their system by The District then they would have acted sooner. Mr. Allen displayed their spring quarter and summer quarter water bills, both displaying a leak warning on the bills. Mr. Stuntz informed Mr. & Mrs. Shaughnessy that if residents receive a higher water bill than they typically see, than it's a good indicator that they have a slow leak in their system. The Shaughnessy's are asking The District to put something onto their website that talks about high water pressure can cause leaks; and reasons why someone may have a higher water

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.



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bill than usual. Counselor Bassett suggested that on The District website we could include links to other websites with information about pressure relief valves and expansion water tanks. Mr. Allen will follow up with Bob Murch, IT/MIS Coordinator to update the District?

## **B. Approve Minutes from the October 6th Meeting.**

Mr. Stuntz moved to accept minutes of the meeting held on November 10, 2014 and Mr. Parenti seconded the motion and it was unanimously approved.

## **C. OLD BUSINESS:**

### 1. Special Town Meeting Results and the Groundwater Protection District (GWPD) By-Law Amendment.

Mr. Allen stated that amending the Groundwater Protection District By-Law (GWPD) has been an ongoing discussion for the past year. On November 12<sup>th</sup> at the Town of Acton's Special Town Meeting this amended by-law was unanimously passed by the voters. He stated that the overall presentation made by Mr. Parenti at the town meeting was thorough and concise and thought it went well. Additionally, Mr. Parenti & Matt Mostoller, AWD Environmental Manager, did an admirable job fielding questions at the meeting. And, he thought the collaboration between the Acton Board of Health and the Acton Planning Board during the amendment process went well. It was a testimony to what can be accomplished with common goals among public entities.

### 2. Water & Land Management Advisory Committee (WLMAC) Presentation of Recommendations for Long-Range Plan.

Enclosed in tonight's packet to the Commissioners from the WLMAC is their recommendation for a long-term strategic plan for the Acton Water District. Mr. Cipar stated that the WLMAC reviewed the 2013 Acton Water District Master Plan that was prepared by Wright-Pierce and found it to be a great tactical plan but does not address long-term/strategic issues for the next 10-20 years for the District. WLMAC developed a list of the challenges that the District will face in the future including economic growth, population growth, conservation, new businesses within Acton that have higher water needs, etc. Mr. Cipar and the other WLMAC members recommend that The District commission a study of the issues that will face The District in the future.

Mr. Parenti stated that The District would need to think about the cost of such study and then the scope (most important issues that need to be addressed) for the long-range plan.

Mr. Stuntz suggests looking at a 25 year time period. He stated The District would want to look at population growth; environmentalists versus developer's needs, and gray water. He recommends the long-range plan to be 3-5 pages long and should act as a vision statement.

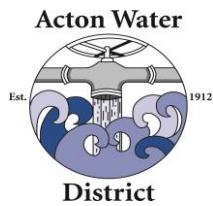
Mr. Parenti is skeptical that we can get what is needed and said in only a 3-5 page plan and to look at 25 years is difficult.

Mr. Allen stated that we need to develop the scope first before getting started. This will be an on-going discussion.

### 3. Update on Construction of the South Acton Water Treatment Plant.

Contract #1 – Waterline Industries

Mr. Allen informed the Commissioners that Waterline made the sewer connection at High Street. NStar was holding up the project due to relocating a Guy wire on a utility pole in the vicinity of the sewer connection... Mr. Allen presented photos showing the progress of the South Acton Water Treatment Plant interior and exterior facility.



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## Contract #2 – JP Cardillo & Son

Contract #2: Mr. Allen received from MBTA the license amendment for the contractor to do the pipe jacking of the 42” carrier sleeve under the MBTA rail on Parker Street. The proposed start date is December 1<sup>st</sup>. JP Cardillo subcontracted the jacking to M&P Pipe Jacking out of Connecticut.

## **D. NEW BUSINESS:**

### 1. Preliminary Review and Discussion of DRAFT Budget & Warrant Articles for Fiscal Year 2016.

Enclosed in tonight’s packet to the Commissioners is the draft budget and warrant articles for fiscal year 2016.

Mr. Allen highlighted some of the key changes on the budget including:

- Long-term debt increased due to South Acton Water Treatment Plant
- Insurance increased due to South Acton Water Treatment Plant
- An additional line item titled “South Acton Water Treatment Plant M&O”

Mr. Allen mentioned that in order to adequately meet the needs for annual payment of debt impacts, the debt service fee will increase from the current \$21.75 per unit per quarter to \$46 per unit per quarter in beginning on January 1, 2015.

Mr. Allen reviewed for the Commissioners the proposed Warrant Articles for the 2015 Annual Meeting. He mentioned that it has been 5 years since any money was used from the WR Grace Fund. He recommended that the \$150,000 Maintenance & Operation appropriation come from the Fund. The total of the proposed appropriations from Surplus Revenue for Fiscal Year 2016 are \$1,090,000. Currently Surplus Revenue is \$1.3 million.

*Mr. Stuntz made a motion to adjourn at 9:40 p.m. and it was unanimously approved.*

## **Executive Session Minutes**

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

Executive Session Minutes  
November 17, 2014

The Commissioners voted unanimously by a roll call vote to enter into Executive Session at 8:45 p.m. to discuss pending or contemplated litigation as remaining in open session would prejudice the District position with respect to the matter. In attendance were Commissioners Len Phillips, Steve Stuntz and Ron Parenti, District Manager Chris Allen, and District Counsel Mary Bassett.

The purpose of this meeting was to update Commissioner Stuntz, who had missed the prior executive session of the status of the claims by J.P. Cardillo, the contractor on the water main extension for the treatment plant. Cardillo has claims for change orders totaling \$286,000 that the District has denied are due. The change orders fell into three categories; claims for ledge, downtime for lack of a police detail, and the contractors hitting unmarked water and gas lines. The parties met to discuss, but no real movement was made. Cardillo has offered to settle for \$195,000, but that includes \$41,000 that the District believes Cardillo owes it for a separate change order. Thus the offer is really \$236,000 to settle the claim of \$286,000.

The merits of the claim are not clear at this point as all of the change orders have not been settled. The parties' contract requires that the parties mediate the case before filing suit.

Based on an estimated cost of \$20,000 for the mediation process, the Commissioners unanimously re-stated their position that District counsel should offer up to \$20,000 to settle the case prior to mediation.

Mr. Parenti moved to adjourn the executive session and moved to reconvene in open session at 9:30 pm. The motion was seconded by Mr. Phillips and on a roll call vote was unanimously approved.