



# Water Supply District of Acton

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

TELEPHONE (978) 263-9107

FAX (978) 264-0148

## Board of Water Commissioners Meeting Agenda Monday, January 9, 2023 @ 7:00 PM

**Due to the COVID-19 Pandemic, meetings are being held virtually via Zoom**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87377600875>

Or One tap mobile :

US: +19292056099,,87377600875# or +13017158592,,87377600875#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 929 205 6099 or +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799 or +1 646 931 3860 or +1 669 444 9171 or +1 669 900 6833 or +1 689 278 1000 or +1 719 359 4580 or +1 253 205 0468 or +1 253 215 8782 or +1 346 248 7799 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000

Webinar ID: 873 7760 0875

International numbers available: <https://us02web.zoom.us/j/87377600875>

- **Comments from the public**
- **Approve minutes from the meetings of 12/5 & 12/12**
- **Appoint one Commissioner to sign warrants while conducting meetings virtually**

### **OLD BUSINESS:**

- Per- and Polyfluoroalkyl Substances (PFAS)
  - Current sample data, if available
  - Discussion of Public Notice
  - Assabet 3 Update
  - PFAS Pilot Update
  - Bottled Water Rebate Status
- Review Draft Budget for FY '24 and proposed articles for 2023 Annual District Meeting Warrant
- Discuss Annual Report

### **NEW BUSINESS:**

- Request for road maintenance contribution for Wyndcliff Drive  
***Any agenda item(s) which did not come to the attention of the Board of Water Commissioners 48 hours prior to this meeting and were not reasonably anticipated***

**EXECUTIVE SESSIONS:** -- To consider the purchase, exchange, lease of real property as an open meeting may have a detrimental effect on the negotiating position of the District

**DRAFT**

Board of Water Commissioners and Finance Committee  
Meeting Minutes  
Acton Water District  
693 Massachusetts Avenue, Acton, MA  
Monday, December 5, 2022

**AGENDA**

- A. Comments from the public
- B. Approve minutes from the meeting of 11/14
- C. Appoint one Commissioner to approve warrants while conducting meetings virtually

**D. OLD BUSINESS:**

- 1. Land lease with Baldco on District property at 104 Powdermill Road-Rear
- 2. Update from meetings with the Massachusetts Water Resources Authority (MWRA)
- 3. Update on the Town of Acton's Open Space and Recreation Plan (OSRP)
- 4. Per- and Polyfluoroalkyl Substances (PFAS)
  - Current sample data, if available

**E. NEW BUSINESS:**

- 1. Review Draft Budget for FY '24 and proposed articles for 2023 Annual District Meeting Warrant
- 2. Proposal from Finance Committee to restructure AWD rates and fees
- 3. Approve Purchase and Sale agreement for 549 Main Street
- 4. Authorize the District Manager as certifying authority for the SRF application for PFAS filtration at the north Acton plant
- 5. District Manager's contract modification

**EXECUTIVE SESSION:** To consider the purchase, exchange, lease of real property as an open meeting may have a detrimental effect on the negotiating position of the District.

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 Zoom Webinar and was recorded. The meeting was called to order at 7:00 PM on Monday, December 5, 2022, by Mr. Stephen Stuntz.

Mr. Ron Parenti called to order the Finance Committee meeting at 7:05 PM on Monday, December 5, 2022.

**Present at Tonight's Meeting:**

Commissioners: Erika Amir-Lin, Barry Rosen, Stephen Stuntz (Chair)  
District Treasurer: Christine McCarthy  
District Counsel: Mary Bassett  
District Manager: Chris Allen  
Assistant District Manager: Matthew Mostoller  
Environmental Analyst: Alexandra Wahlstrom  
Finance Committee: Ron Parenti, Chuck Bradley and Bill Guthlein  
Commissioners Secretary: Lynn Protasowicki

**Public Present:**

Lucy Kirshner

**A. Comments from the Public**

No comments from public.

**B. Approve minutes from meeting of 11/14**

Mr. Stuntz motioned to approve the meeting minutes of 11/14/2022. Mr. Rosen seconded the motion, and it was unanimously approved by a roll call vote: Mr. Rosen, Ms. Amir-Lin, and Mr. Stuntz.

**C. Approve one Commissioner to approve warrants while conducting meetings virtually**

Mr. Rosen motioned to appoint Stephen Stuntz as the Commissioner to approve warrants while conducting meetings virtually until the next meeting of the Commissioners. Ms. Amir-Lin seconded the motion, and it was unanimously approved by a roll call vote: Mr. Rosen, Ms. Amir-Lin, and Mr. Stuntz.

**D. OLD BUSINESS:**

*1. Land Lease with Baldco on District Property at 104 Powdermill Road-Rear*

Mr. Allen provided the update stating that the current lease extension expires at the end of 2022 and there has been no settlement or compromise. There are still ongoing negotiations for District to purchase the parcel. Mr. Allen recommends extending the lease for another 90 days until March 30, 2023, at the same rate. Mr. Stuntz moved to accept Mr. Allen's recommendation, Mr. Rosen seconded, and it was unanimously approved by a roll call vote: Mr. Rosen, Ms. Amir-Lin, and Mr. Stuntz.

*2. Update from Meetings with the Massachusetts Water Resources Authority (MWRA)*

Mr. Allen provided an update from the meetings with MWRA. He stated that he has been having ongoing meetings with MWRA regarding water supply for MetroWest Coalition which encompasses Acton, Littleton, Boxborough, Concord, Maynard and Westford. We have been meeting every three weeks to discuss and review MWRA's study they are undertaking about how they can supply water to these areas. On behalf of MetroWest Alan Cathcart from Concord presented along with a mayor from the South Shore and a Senator from the North Shore. There is a large community investigation to connect to MWRA. The District is seeing this as a prudent exercise based on potential viability although based on past it is not doable based upon proximity. This is based on a 15-year timeline. The commitment would need to be made within 5 years to get the waiver. We have given them all our statistics including our master plan, hydraulic model, performance characteristics, etc. There has been large participation from the District along with the Acton Town Manager who has been attending these meetings.

*3. Update on the Town of Acton's Open Space and Recreation Plan (OSRP)*

Erika Amir-Lin spoke. The town is updating this plan and she is acting as the liaison to this plan. They sent an email about two weeks ago requesting input on the four draft goals. She will share with the Board members and would like to get comments back from them. Water did not get explicitly called out even though it was a high priority. We need to emphasize that water is a top goal.

*4. Per- and Polyfluoroalkyl Substances (PFAS)*

- Current sample data, if available

Mr. Allen stated that there isn't much to report this evening. South Acton and Acton Center are currently supplying water to customers. We did modify the Acton Center schedule and it is currently running from 6:30 AM to 8:30 PM on a timer. It has been operating well in that mode. We will wait to see what impact it has on PFAS concentrations. The South Acton pilot and should conclude around December 22<sup>nd</sup>. The pilot system will be relocated to Acton center at the beginning of the year. Assabet 3 pump test is complete. Day 1, 3 and 5 sampling took place. We have not received data yet on those samples.

**DRAFT**

**E. NEW BUSINESS:**

*1. Review Draft Budget for FY 24 and Proposed Articles for 2023 Annual District Meeting Warrant*  
FinComm has reviewed the FY 24 budget.

Mr. Allen stated that there are items to highlight right now on the budget including:

- Lights Power and Fuel has a 71% increase
- Chemicals – escalation in chemical costs
- Long Term Debt – cost increase – due to Acton Center and permanent financing there

Bill Guthlein – the big eye opener is the debt amount of \$22 million. When we talk about debt we talk about how to fund the debt and that has been with the debt service fee. The alternative would be to fund via lease which gets funded through volume water rates. But overall, the budget looks ok.

Ron Parenti – The other issue of concern that FinComm discussed was the WR Grace fund and how that has dropped down to a level that we have not seen before.

Barry Rosen – do we anticipate in this early iteration of the budget the coming online of the second solar array? Christine confirmed that it is included.

No other comments on this first pass of the budget.

*2. Proposal from Finance Committee to Restructure AWD Rates and Fees*

Ron Parenti presented to the Board members a proposal to restructure AWD rates and fees. This presentation can be found on the Acton Water District website.

There are two topics that the FinComm has discussed over the past few meetings includes water usage and debt service. He summarized the rationale for setting up the rate that we currently have, and the primary motivator was to encourage water conservation. The structure we have currently is like other surrounding towns. The current tiered structure is confusing and is not very progressive at all. It is like a flat rate.

Steve Stuntz: how much of the revenue comes from the average water usage? Ron Parenti stated that its most of it.

Two ways to simplify the District's rate structure:

1. two-tier rate
2. linear increase rate

Ron Parenti's recommendation would be to either make it a flat rate or make it much more progressive than it currently is. The rate can be modified but the Board needs to figure out what it is that needs to be accomplished. If you want to shift revenue it needs to be within the range of normal usage to make any real shift in revenue.

Bill Guthlein: the part of the bill that we are analyzing is the volume rate of the bill. We are not including the debt service piece. Our average cost per cubic foot is now \$.12 cents and we are charging \$.04 cents for the lowest user. Charging \$.12 cents is more of an incentive then \$.04 cents.

Ron Parenti stated that the Finance Committee did vote unanimously to recommend a volume-based debt service fee.

Bill Guthlein: stated that Acton has high fixed charge versus Middlesex County peers

Ron Parenti: if you include the debt service fee into the total bill and divide the amount of water used by total bill and you look at the effective water rate including the debt service fee what you find is the effective is much higher for low end user and lower for the high-end users. If you make everything volume based, you will have the opposite situation. If we are talking about having a progressive rate structure the best thing, we can do is to have a volume-based debt service fee.

Barry Rosen: Broward County in Florida and Hicksville Water District in New York add a fee to the real estate fees. They fund their infrastructure based on real estate values. In Broward County the municipality charges a fee that is a percent of the real estate fee. The water usage is totally separate. City of Sunrise (Broward County) uses a flat rate for their water. The District could consider levying a tax. Ron Parenti: the Finance Committee has not discussed that option, but the District does have access to that information if they want to consider this approach.

Erika Amir-Lin: the issue she sees with any of those options for the debt fee is none of them are fixed. What kind of accounting situation would this create for us? How do we guarantee that we are able to service our debt? Right now, we have consistency and transparency. It's easy to tell how much goes to debt service. When there is a change in that it's discussed and voted on in public meeting. She doesn't see any of these volume-based debt fee offering what we currently have now in terms of people understanding what they are being billed for their water and where it goes.

Ron Parenti: the District already has a budget and tries to balance cost and revenue and it's already doing that calculation for the water usage part of the bill. Erika: which is a small portion of what we are responsible for. Our debt is a different category of expenditure. Debt is something that we can't change over the years. We have to pay for the debt regardless of what is going on. We are not a business and we do not operate as a business. Barry Rosen: the financial institutions making the loans to us based their rates on the predictability that we are able to pay our debt because we fixed that debt as part of our bill, and it was consistent month to month. As we take on debt, we increase the debt and as we pay off debt we can drop the debt service fee. We are not a sales organization we are a service organization.

Ron and Erika stated that debt has to be voted on by the rate payers. We don't just increase the debt service fee when we take on more debt. We have to go through the process of getting that approved by the rate payers.

Barry Rosen: the District has seen large swings in water volume, and he doesn't think that there is a model that can predict year to year because there are so many variables involved. There are a lot of unknowns in water usage and therefore water usage translates to our water revenue, but the debt fee never changes.

Bill Guthlein: why don't we go to all fixed fees? Let's take our costs divided by the number of meters and we are done. That's the end point of your argument. When we talk about fixed versus volume – volume rates incent conservation and efficiency, and volume rates don't so the more we have fixed rates the less we are incenting water efficiency. Steve Stuntz: responded to Bill that we aren't going to do that. The issue we are talking about is how do we finance the infrastructure. We have substantial amount of infrastructure in the pipeline and how do we finance it. We want a progressive rate. How many steps to it. And how are we going to pay for our infrastructure. We have a serious issue of how to finance our

infrastructure. It's going to be very hard to fund within the 80% of the water users. There's not a lot of revenue for running the District and paying for the infrastructure.

Chuck Bradley: The volume based is transparent. If you use 1% of the water you pay 1% of the fee.

Erika Amir-Lin: there may be room for discussion, but she disagrees in terms of that there is nothing to be done for the 20% at the top. There is potential to leverage. Just because other towns are doing it differently doesn't mean we are doing it wrong. If only 6 out of 20 towns are doing volume only that is not even half, so we are not on the leading edge we are just doing it differently and it has worked well for us. She doesn't see a case for a change. Bill Guthlein: there is a trend (90% volume) and all but 3 or 4 are 80% volume related. We looked at other utility bills we are way off the far edge of volume versus fixed.

Erika Amir-Lin: how do we compare nationally to towns like us not just in Middlesex County? What are the burdens of these other towns? Acton is unique in how we obtain, treat, and serve water. We are not facing the same things as our neighbors. We have a lot we have to do. Maybe this is the right size for us. And looking at our neighbors is maybe not the right way to think about us doing the right thing. Bill Guthlein: if you want to extend the analysis then you'd have to hire someone.

Chris Allen: we are looking at significantly more conservation restrictions placed upon us from a regulatory perspective. We are looking at taking on a lot of debt to fix PFAS. He can't recall ever a conversation with a customer who has complained about paying for water it's all about fixing PFAS.

Erika Amir-Lin: The Board had already agreed earlier in the year to look into expanding the number of ways that we offer assistance in terms of doing an analysis of every way that the Town offers assistance in terms of tax relief and seeing if there were ways we could incorporate those into what we do. Since we do have to charge are there ways to ease it without fundamentally changing the way we do business.

Ron Parenti: The main objection to volume-based debt fee is that you can't predict the revenue because the volume of water may change too much. Erika: not sure if FinComm did an accounting analysis but it would be a substantial change in our accounting practices. Ron Parenti: he doesn't understand why that would be that difficult to do. He can understand the concern about the fact that you can't predict how much water you're going to sell but he doesn't know there would be that difficult to perform the calculations required.

Steve: how different would a water bill be if we go this way? Since we know that there is a flat rate and a progressive rate. Let's drop the idea of 3,000 cubic feet, what happens to a water bill does it change that much? Bill Guthlein: for the small water users it goes from \$75 to \$15 per quarter.

Chris Allen: he recommended to the Finance Committee to ask the Board if they were interested in reviewing alternative volume-based solutions. He thought it was more of a general question and he didn't expect there to be an entire presentation this evening. Because the Finance Committee has spent an awful lot of time on this topic, he didn't want them to continue to waste their time if the Board isn't interested in entertaining that scenario. Erika Amir-Lin: this is the third time over the years that this topic has been brought up so it would be good for the Board to make the final decision.

Barry Rosen: he would love to see something done for those that have a difficult time paying their bills but the reality of what he is looking at in this presentation is that he doesn't know if it will help those particular people. He is not comfortable changing anything right now seeing how we have some much going on and what is to come down the road.

Steve Stuntz: We appreciate all the work of the Finance Committee, but the Board is not going to move forward with any changes to the debt service fee or the rate structure.

*3. Approve Purchase and Sale Agreement for 549 Main Street*

Counselor Bassett: The rider addresses the specifics of the transaction. The rider was taken directly from the offer. They are trying to make some changes and Mary Bassett is rejecting those changes. We are paying quite a bit for this property, and they can't control this property for ever. She is hoping that they will accept the purchase and sale agreement with her changes that she will be sending out tomorrow (Tuesday, 12/6). She is hoping to have it signed by December 14<sup>th</sup>.

Mr. Stuntz motioned to authorize Mary Bassett to send the P&S draft with edits tomorrow and the Board will plan on signing the agreement on December 14<sup>th</sup>. Mr. Rosen seconded, and it was unanimously approved by a roll call vote: Mr. Rosen, Ms. Amir-Lin, and Mr. Stuntz.

*4. Authorize the District Manager as Certifying Authority for the SRF Application for PFAS Filtration at the North Acton Plant*

Mr. Rosen motioned to authorize the District Manager Chris Allen or the Assistant District Manager or the Acting District Manager Matt Mostoller to act as the certifying authority for the SRF application for PFAS filtration at the North Acton Treatment plant. Ms. Amir-Lin seconded, and it was unanimously approved by a roll call vote; Mr. Rosen, Ms. Amir-Lin, and Mr. Stuntz.

*5. District Manager's Contract Modification*

Erika Amir-Lin would like the Board to formalize a transition plan.

Mr. Stuntz motioned to approve the District Manager's contract modification as circulated. Mr. Rosen seconded the motion. Erika's approval of this motion is going to be contingent upon having a more formalized transition plan. She has no issues with the contract modification, but the Board needs a vision of how we get there. Mr. Stuntz: All those in favor of the contract modification approved by a roll call vote: Mr. Rosen, Ms. Amir-Lin, and Mr. Stuntz.

Mr. Parenti motioned to adjourn the finance committee meeting. Mr. Bradley seconded, and it was approved by a roll call vote: Mr. Bradley and Mr. Parenti.

*Mr. Stuntz motioned to adjourn the open meeting and move into Executive Session at 9:00 PM to discuss the purchase, exchange, and lease of real property as an open meeting may have a detrimental effect on the negotiating position of the District. Mr. Rosen seconded the motion, and it was unanimously approved by a roll call vote: Ms. Amir-Lin, Mr. Rosen, Ms. Amir-Lin, and Mr. Stuntz.*

**Next Meeting: December 12, 2022**

Board of Water Commissioners  
Meeting Minutes  
Acton Water District  
693 Massachusetts Avenue, Acton, MA  
Monday, December 12, 2022

**DRAFT**

**AGENDA**

**A. Comments from the public**

**B. OLD BUSINESS:**

1. Per- and Polyfluoroalkyl Substances (PFAS)
  - Current sample data, if available
  - Review Public Notice for 3<sup>rd</sup> Quarter of 2022
2. Review Draft Budget for FY '24 and proposed articles for 2023 Annual District Meeting Warrant
3. Update on the Town of Acton's Open Space and Recreation Plan (OSRP)

**C. NEW BUSINESS:**

Any agenda item(s) which did not come to the attention of the Board of Water Commissioners 48 hours prior to this meeting and were not reasonably anticipated.

**EXECUTIVE SESSION:**

- To consider the purchase, exchange, lease of real property as an open meeting may have a detrimental effect on the negotiating position of the District.
- To conduct strategy sessions for contract negotiations with nonunion personnel.

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 Zoom Webinar and was recorded. The meeting was called to order at 7:00 PM on Monday, December 12, 2022, by Mr. Stephen Stuntz.

**Present at Tonight's Meeting:**

Commissioners: Erika Amir-Lin, Barry Rosen, Stephen Stuntz (Chair)  
District Treasurer: Christine McCarthy  
District Counsel: Mary Bassett  
Assistant District Manager: Matthew Mostoller  
Finance Committee: Ron Parenti and Chuck Bradley  
Commissioners Secretary: Lynn Protasowicki

**Public Present:**

Kim Kastens  
David Martin

**A. Comments from the Public**



No comments from public.

## **B. OLD BUSINESS:**

### *1. Per- and Polyfluoroalkyl Substances (PFAS)*

- Current sample data, if available
- Review Public Notice for 3<sup>rd</sup> Quarter of 2022

Mr. Allen provided a PFAS update. The only verified sample results are from SAWTP at 17.1 parts per trillion (ppt); unverified are Center Acton 26 ppt and North Acton 27 ppt. No progress on Central Acton and up slightly for North Acton. We are thinking of not operating North Acton for the month of December and resume operation in January, but it has not been vetted yet. Center Acton is running from 6:30 AM to 8:30 PM daily and off the rest of the day. Conant I is offline right now for maintenance. Conant II is the only raw water supply to plant. The November sample only reflected a few days of the modified schedule. In December we will try to rest each well and then swap between Conant I and Conant II. We will start the PFAS pilot for Acton Center after the new year. We met with the contractor on Friday morning to finalize the setup. They plan to get system up and running during the first week of January.

Kim Kastens: is there well by well data for the various wells that feed into the South Acton Treatment plant or do you just have the single number coming out of the blended water after treatment. She is curious about the School Street wells. Matt Mostoller stated that we do periodically take raw well data as we see changes in the finish water quality or if we make changes we will go back and take a raw water sample the following month. Kim Kastens asked if we recall what kinds of numbers were coming out of the School Street wells for PFAS? Matt Mostoller indicated in the past we have seen low single digits to low tens of parts per trillions at the Scribner and Lawsbrook wells and the Christopherson well has historically been a higher concentration well in that circuit (40-60 ppt).

Chris Allen shared that we are required to provide a public notice for the 3<sup>rd</sup> quarter. The notice of noncompliance was shared with the Board members last week. Matt Mostoller indicated the public notice has been approved and is scheduled to go out on Friday, December 16<sup>th</sup> to all Postal Patrons in the 01718 and 01720 zip codes.

### *2. Review Draft Budget for FY '24 and Proposed Articles for 2023 Annual District Meeting Warrant*

Steve Stuntz asked if there are any changes to the draft budget? Chris Allen indicated there has not been any changes but will keep this on the agenda until it has been approved.

### *3. Update on the Town of Acton's Open Space and Recreation Plan (OSRP)*

Steve Stuntz stated that he had no more comments. Barry Rosen told Erika Amir-Lin that she should have received an email from Kim Kastens and Erika confirmed that she had. Chris Allen shared a chart that had a ranking of open space parcels. Barry stated that during a meeting this morning it was discussed that a new column would be helpful next to each parcel indicating what ground water protection zone each parcel is in. Some parcels are in multiple zones. According to the Chapter X by-law, which regulates stormwater management, it says that if the parcel has multiple ground water protection zones the lowest zone number is how the parcel will be treated.

**DRAFT**

Kim Kastens believes having this chart in front of people while they are trying to understand the value of different parcels for open space would raise the awareness of the ground water protection zones. And the new open space and recreation plan will be aware of the new protection zones.

Erika stated that she is still soliciting input from the commissioners. Kim stated that Green Acton will be finalizing their comments tomorrow and will send along those comments to Erika.

*Mr. Stuntz motioned to adjourn the open meeting and move into Executive Session at 7:30 PM to discuss the purchase, exchange, lease of real property and to conduct strategy sessions for contract negotiations with nonunion personnel as an open meeting may have a detrimental effect on the negotiating position of the District. Mr. Rosen seconded the motion, and it was unanimously approved by a roll call vote: Ms. Amir-Lin, Mr. Rosen, Ms. Amir-Lin, and Mr. Stuntz.*

**Next Meeting: January 9, 2023**

**FY 2024 Budget and Estimated Revenue**

	Actual FY 21	Actual FY 22	Budget FY 23	1st QTR FY 23 Actual	Projected FY 23	FY 24 Proposed	% increase/decrease
<b>EXPENSES</b>							
Audit/Accounting	17,500	17,800	22,000	1,000	20,000.00	20,000.00	-9%
Auto Maint & Fuel	46,943	50,000	52,000	8,176	52,000.00	52,000.00	0%
Short Term Debt	508,223	505,000	326,550	215,986	215,987.00	-	-100%
Long Term Debt	1,480,767	1,459,219	1,922,298	360,759	1,922,298.00	2,752,416.00	43%
Chemicals	75,000	91,772	120,000	35,267	130,000.00	160,000.00	33%
DEP Withdrawal	5,100	4,958	5,600	-	5,200.00	5,000.00	-11%
Employee Education	11,759	11,695	17,500	1,573	13,000.00	17,500.00	0%
Engineering	54,948	50,000	50,000	15,103	50,000.00	60,000.00	20%
Health/Life Insurance Active	314,660	281,469	320,000	60,061	285,318.00	267,896.48	9%
Health/Life Insurance Retiree				19,915	82,542.00	108,899.14	9%
Information Reports	29,430	31,897	45,000	25,028	32,000.00	50,000.00	11%
Insurance	86,718	93,476	110,000	97,667	100,000.00	118,800.00	8%
Laboratory Analysis	60,000	80,000	100,000	10,756	100,000.00	100,000.00	0%
Legal	54,060	58,247	75,000	11,181	50,000.00	75,000.00	0%
Lights/Power/Fuel	390,000	390,000	350,000	167,581	647,017.00	600,000.00	71%
Maintenance & Operations	460,239	347,667	471,000	59,090	350,000.00	420,000.00	-11%
Middlesex Retirement	256,971	268,502	293,362	288,240	288,240.00	330,838.00	13%
Meters	59,304	46,035	75,000	73,456	75,000.00	125,000.00	67%
Office Supplies	76,361	72,747	92,000	19,368	88,000.00	96,000.00	4%
Reserve Fund		30,000	100,000	-	100,000.00	100,000.00	0%
Salaries & Wages	1,401,658	1,462,763	1,677,658	356,599	1,521,884.00	1,727,988.00	3%
<b>Total</b>	<b>5,389,641</b>	<b>5,353,247</b>	<b>6,224,968</b>	<b>1,826,806</b>	<b>6,128,486.00</b>	<b>7,187,337.62</b>	<b>15%</b>
<b>REVENUE</b>							
Water Revenue	2,748,837	2,697,721	2,619,178	2,154,727	2,877,878	3,084,794.51	
Service Fee	544,500	528,960	528,960	205,425	538,200	544,500.00	
Debt Fee	2,178,000	2,115,840	2,115,840	821,700	2,152,800	2,752,629.00	
<b>Total Water Revenue</b>	<b>5,471,337</b>	<b>5,342,521</b>	<b>5,263,978</b>	<b>3,181,852</b>	<b>5,568,878</b>	<b>6,381,924</b>	
Fire Protection Sprinklers	40,420	41,843	40,420	36,012	41,500	41,000	
Rent/Lease	149,500	122,364	446,570	209,453	668,375	493,570	
Repairs/Installation	79,353	64,623	50,000	10,873	50,000	50,000	
Cross Connection	21,341	23,634	24,000	8,733	21,000	21,000	
Demand Fees	145,360	563,300	300,000	70,000	300,000	300,000	
Mitigation Fees	25,514	125,000	100,000	28,523	100,000	100,000	
<b>Total Other Revenue</b>	<b>461,488</b>	<b>940,564</b>	<b>960,990</b>	<b>363,594</b>	<b>1,180,875</b>	<b>1,005,570</b>	
<b>Total</b>	<b>5,932,825</b>	<b>6,283,085</b>	<b>6,224,968</b>	<b>3,545,446</b>	<b>6,749,753</b>	<b>7,387,494</b>	
						200,155.89	
<b>2023 Proposed Warrant Articles:</b>							
Borrow for W. Acton ACO			955,000				
Borrow for SAWTP PFAS			8,700,000				
Borrow for CAWTP PFAS			5,420,000				
Borrow to construct Bedrock Wells- 549 Main Street			2,400,000				
Borrow to purchase 549 Main Street			4,900,000				
		<b>Total</b>	<b>\$ 22,375,000</b>				
from OPEB Trust Fund	Retirees Health Ins	84,134	(FY 23 Amount)				
from Mitigation Fund:	Annual Approp	100,000					
from Grace Fund:	Filter M&O	125,000					
from Free Cash:	Clean & Rehab Wells	100,000					
	Emergency Main Breaks	30,000					
	Media Replacement	100,000					
	Replace Old Mains	30,000					
	Article 97 Stabilization Fund	16,275					
	Lights, Power & Fuel	150,000					
	Water Mains	400,000					
	<b>Total</b>	<b>\$</b>	<b>826,275</b>				
Other:	Approval for 20 yr lease and/or purchase 104 Powdermill Road Rear	<b>TBD</b>					
<b>Revenue Estimate FY 23</b>	July billing	1,481,203					
	October billing	1,700,649					
	January billing	1,285,478					
	April billing	1,187,026	Projected				
	Fire Protection	41,500					
	Repairs/Misc	50,000					
	Cross Conn	21,000					
	Rent	668,375					
	Mitigation	100,000					
	Demand	300,000					
	Projected Income	6,835,231	606,745 Surplus FY 23				
	Units	9,075	<- as of 10/28/22				
	Services	6,836					
6/30/2022	Free Cash	994,309					
	Appropriations	826,275					
	Free Cash Balance	168,034	Balance after appropriations				
6/30/2022	Grace Unappropriated	584,292					
	Filter M&O	125,000					
	Grace Balance	459,292	Balance after appropriations				
*2.5% rate increase		3,009,556	\$ 3,084,794.51				
UPDATED 1/5/2023							

**DRAFT**

COMMONWEALTH OF MASSACHUSETTS  
Middlesex, ss.

To the Clerk of the Water Supply District of Acton, GREETINGS:

You are directed to notify the inhabitants of the Town of Acton who are qualified to vote in elections and town affairs, to assemble at their precinct:

*All Precincts voting at Blanchard Auditorium  
R.J. Grey Junior High School  
16 Charter Road  
Acton, Massachusetts*

On Tuesday, April 25, 2023  
Between 7:00 A.M. and 8:00 P.M.

Then and there to bring their votes on one ballot for the following officers:

**Commissioner for three years**

**District Clerk for three years**

You are further directed to notify the legal voters of the Town of Acton, as aforesaid, to assemble at:

**R.J. Grey Junior High School  
16 Charter Road  
Acton, Massachusetts 01720**

**On Wednesday, March 15, 2023  
6:00 PM.**

**Then and there to Act on the following Articles:**

**Article 1.** To fix salaries of the elected officials.

**Article 2.** To act on the reports of the Commissioners, the Treasurer and other officers and committees of the District.

**Article 3.** To see if the District will vote to authorize the Treasurer, with the approval of the Commissioners, to borrow in anticipation of the revenue of the fiscal year beginning July 1, 2023 in accordance with the provisions of General Laws, Chapter 44, Section 4, and to renew any note or notes as may be given for a period of less than one year, in accordance with the provisions of the General Laws, Chapter 44, Section 17, or to take any other action relative thereto.

**Article 4.** To see what sums of money the District will vote to raise and appropriate to defray the usual expenses of the District.

**Article 5.** To see if the District will vote, pursuant to Massachusetts General Laws c.44, §53E½, to establish a \$100,000 limitation on expenditures from the revolving fund captioned "District Revolving Fund for Mitigation," or to take any other action relative thereto.

**Article 6.** To see if the District will vote to transfer from Grace Stabilization Fund (W.R. Grace settlement) the sum of \$125,000 for the maintenance and repair of the various treatment facilities including, but not limited to, media replacement in the filtration tanks, aeration tower repair, and replacement of packing material or to take any other action relative thereto.

**Article 7.** To see if the District will vote to transfer from Surplus Revenue the sum of \$100,000 to clean and rehabilitate existing wells throughout the District or to take any other action relative thereto.

**Article 8.** To see if the District will vote to transfer from Surplus Revenue the sum of \$30,000 for the purpose of replacing old water mains, renewing old water services, replacing old fire hydrants or to take any other action relative thereto.

**Article 9.** To see if the District will vote to transfer from Surplus Revenue the sum of \$30,000 for the purpose of repairing emergency water main breaks or to take any other action relative thereto.

**Article 10.** To see if the District will vote to transfer from Surplus Revenue the sum of \$100,000 for the replacement of filtration media at the District's water treatment plants or to take any other action relative thereto.

**Article 11.** To see if the District will appropriate \$400,000 or any other amount, to pay costs of improvements to the District's water system and water mains in Acton, as well as costs of a Lead Service Line Inventory and Replacement Plan; to determine whether this amount shall be raised by transfer from available funds, borrowing, which may include the borrowing of funds through the Massachusetts Clean Water Trust, or any combination thereof, or to take any other action relative thereto.

**Article 12.** To see if the District will vote to transfer from Surplus Revenue the sum of \$16,275 to the Article 97 Stabilization Fund or to take any other action relative thereto.

**Article 13.** To see if the District will vote to appropriate the sum of \$100,000 to fund the Mitigation Revolving Fund or take any other action relative thereto.

**Article 14.** To see if the District will vote to transfer from the Other Post Employment Benefits Liability Trust Fund (OPEB) to Surplus Revenue the sum of \$84,134 to fund health insurance benefits for retirees to take any other action relative thereto.

**Article 15.** To see if the District will vote to appropriate a sum of money to acquire by purchase, gift, eminent domain, or otherwise, a parcel of land at 104 Powder Mill Road Rear and 36 Knox Trail owned by or formerly owned by Baldco Inc. containing a combined 18.27 acres of land, more or less, as shown in deeds recorded in Middlesex Registry (South) of Deeds in Book 28877, Page 294, Plan 343 of 1993 and Land Court Book 0119, Page 147, Plan No. 25398J, said land to be acquired for the purposes of protecting the groundwater aquifers and recharge areas for water supply wells, and conserving the land for watershed protection purposes, and for all things pertinent to its duties as a water district per its enabling act, Chapter 326 of the Acts of 1912, as amended, and under the provisions of Chapter 40 and Chapter 79 of the General Laws; to determine whether this appropriation shall be raised by borrowing or otherwise; or to take any other action relative thereto.

**Article 16.** To see if the District will vote to appropriate the sum of \$4,900,000 to acquire by purchase, gift, eminent domain, or otherwise, a parcel of land at 549 Main Street, Acton, MA owned by or formerly owned by The Brewster Conant Trust - 2017, or its nominee and containing a combined 56.85 acres of land as described in the deed recorded in Book 74052, Page 584 and shown as Parcel 2A in a plan recorded in Book 25911, Page 35, and in Plan 1168 of 1995, all recorded in Middlesex Registry (South) of Deeds, and to grant a Conservation Restriction on the same land to the Town of Acton or other entity, said land being acquired for

the purposes of protecting the groundwater aquifers and recharge areas for water supply wells, and conserving the land for watershed protection purposes, and for all things pertinent to its duties as a water district per its enabling act, Chapter 326 of the Acts of 1912, as amended, and under the provisions of Chapter 40 and Chapter 79 of the General Laws; and to determine whether this appropriation shall be raised by borrowing or otherwise. The Water Commissioners are authorized to apply for funds from any private or public grant or aid programs that may be available to defray costs of this project, which funds, if any, shall reduce the amount authorized to be borrowed for this purpose; or to take any other action relative thereto.

**Article 17.** To see if the District will vote to appropriate the sum of \$8,700,000 for costs associated with construction of modifications to the permanent infrastructure at the South Acton Treatment Plant to accommodate installation of a PFAS treatment system; to determine whether this amount shall be raised by borrowing or otherwise, which may include the borrowing of funds through the Massachusetts Clean Water Trust; or to take any other action relative thereto.

**Article 18.** To see if the District will vote to appropriate the sum of \$5,420,000 for costs associated with construction of modifications to the permanent infrastructure at the Central Acton Treatment Plant to accommodate installation of a PFAS treatment system; to determine whether this amount shall be raised by borrowing or otherwise, which may include the borrowing of funds through the Massachusetts Clean Water Trust; or to take any other action relative thereto.

**Article 19.** To see if the District will vote to appropriate the sum of \$2,400,000 for costs associated with construction of bedrock wells at 549 Main Street; to determine whether this amount shall be raised by borrowing or otherwise, which may include the borrowing of funds through the Massachusetts Clean Water Trust; or to take any other action relative thereto.



**Article 20.** To see if the District will vote to appropriate the sum of \$955,000 for costs associated with backwash upgrades at the Clapp/Whitcomb treatment plant; to determine whether this amount shall be raised by borrowing or otherwise, which may include the borrowing of funds through the Massachusetts Clean Water Trust; or to take any other action relative thereto.

**Article 21.** To see if the District will vote to amend the District Bylaws, pursuant to the provisions of Massachusetts General Laws Chapter 44, Section 53E½, Revolving Funds, as most recently amended by Section 86 of Chapter 218 of the Acts of 2016, the Municipal Modernization Act, by inserting the following section entitled “District Revolving Fund for New Service Meter Installations” or take any other action relative thereto.

“District Revolving Fund for New Service Meter Installations

1. Purpose. This bylaw establishes and authorizes a revolving fund for use by the District in connection with new service meter installation fees, charges or other receipts. The fund will be credited with all fees charged for new service meter installations. Expenditures will be authorized by the District Manager and will not exceed \$100,000. This revolving fund is established under and governed by Massachusetts General Laws Chapter 44, Section 53E½.

2. Expenditure Limitations. The revolving fund is established and authorized by this bylaw subject to the following limitations

- No liability shall be incurred in excess of the available balance of the fund.

- The total amount spent during a fiscal year shall not exceed the amount authorized by District Meeting on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the Water Commissioners.

3. Interest. Interest earned on monies credited to a revolving fund established by this bylaw shall be credited to the General Fund.

4. Procedures and Reports. Except as provided in Massachusetts General Laws Chapter 44, Section 53E½ and this bylaw, the laws, charter provisions, bylaws, rules, regulations, policies or procedures that govern the receipt and custody of District monies and the expenditure and payment of District funds shall apply to the use of a revolving fund established and authorized by this bylaw. The District Treasurer shall include a statement on the collections credited to each fund, the encumbrances and expenditures charged to the fund and the balance available for expenditure in the regular report the District Treasurer provides.”

**Article 22.** To see if the District will vote, pursuant to Massachusetts General Laws c.44, §53E½ as most recently amended by §86 of Chapter 218 of the Acts of 2016, to establish a \$100,000 limitation on expenditures from the revolving fund, captioned, “District Revolving Fund for New Service Meter Installations,” or to take any other action relative thereto.

**Article 23.** To see if the District will vote to appropriate the sum of \$25,000 from free cash to fund the District Revolving Fund for New Service Meter Installations or to take any other action relative thereto.

Hereof fail not and make due returns of this Warrant with your doings thereon to the Water Commissioners on or before the time of holding of said meeting.

Given under our hand this 24<sup>th</sup> day of January in the year two thousand and twenty-two.

Barry Rosen  
Stephen C. Stuntz  
Erika Amir-Lin, Water Commissioners

A true copy. ATTEST:

William T. Stanford  
District Clerk

Acton Water District - PWS 20020000  
 Summary of Treated Water Per- and Polyfluoroalkyl Substances (PFAS) 2022

Sample Date	Sample Location			
	Clapp/Whitcomb WTP	Central Acton WTP*	North Acton WTP	South Acton WTP
January 14, 2022	Not Sampled	Not Sampled	16.9	Not Sampled
January 31, 2022	Not Sampled	Not Sampled	Not Sampled	17.5
February 8, 2022	Not Sampled	Not Sampled	Not Sampled	16.9
February 15, 2022	Not Sampled	Not Sampled	15.5	Not Sampled
February 24, 2022	Not Sampled	5.6	Not Sampled	Not Sampled
March 14, 2022	Not Sampled	8.2	Not Sampled	14.1
March 30, 2022	Not Sampled	Not Sampled	18.2	Not Sampled
April 6, 2022	Not Sampled	11.9	Not Sampled	Not Sampled
April 26, 2022	Not Sampled	Not Sampled	18.1	15
May 3, 2022	Not Sampled	11	Not Sampled	10.8
May 23, 2022	Not Sampled	Not Sampled	19	Not Sampled
June 8, 2022	Not Sampled	Not Sampled	Not Sampled	17.3
June 23, 2022	Not Sampled	13.3	18.2	Not Sampled
July 21, 2022	Not Sampled	16.6	21.5	Not Sampled
July 27, 2022	Not Sampled	Not Sampled	Not Sampled	18.2
August 16, 2022	Not Sampled	Not Sampled	Not Sampled	24.4
August 17, 2022	Not Sampled	20.1	Not Sampled	Not Sampled
August 31, 2022	Not Sampled	Not Sampled	25.1	19.4
September 15, 2022	Not Sampled	26.5	Not Sampled	18.8
September 27, 2022	Not Sampled	Not Sampled	23.3	Not Sampled
October 19, 2022	Not Sampled	27.3	Not Sampled	19.1
October 26, 2022	Not Sampled	Not Sampled	21.8	Not Sampled
November 15, 2022	Not Sampled	Not Sampled	Not Sampled	17.1
November 25, 2022	Not Sampled	Not Sampled	26.8	Not Sampled
November 28, 2022	Not Sampled	26.3	Not Sampled	Not Sampled
December 13, 2022	Not Sampled	Not Sampled	Not Sampled	15.7
December 21, 2022	Not Sampled	28.6	Not Sampled	Not Sampled

Notes:

WTP = Water Treatment Plant

Units are in parts per trillion (ppt) or ng/L

ND = below method detection limit

Not Sampled = PFAS samples are not collected at each WTP on the same date or when a WTP is not producing water for consumption

Results provided are the sum of 6 PFAS Compounds - PFOA, PFOS, PFNA, PFHxS, PFHpA, and PFDA

Exceeds Massachusetts Department of Environmental Protection (MassDEP) Maximum Contaminant Level (MCL) of 20 ppt or ng/L

\*The Conant 1 and Conant 2 wells have been combined into this new treatment plant effective February 2022.

All treated water data is shared with consumers to be transparent. Not all of the data presented here will meet MassDEP data acceptance standards.