



LYNNFIELD CENTER WATER DISTRICT WARRANT
The Commonwealth of Massachusetts
Regular Board Meeting
6:30 p.m. February 11, 2019

Date, time, place: The regular meeting of the Board was held on Monday, February 11, 2019 at 6:30 PM in the cafeteria at the Lynnfield Middle School at 505 Main Street, Lynnfield.

Present were: Commissioners Chairwoman Constance Leccese, Richard Lamusta, Treasurer James Alexander, Clerk of the Board Christine Smallenberger and Water Foreman Nick Couris.

Absent:

Also attending were: See sign-in sheet for ratepayers incorporated into the minutes hereto.

Additional attachments: Agenda, incorporated into the minutes hereto.

Next Regular Meeting: February 25, 2019 at 6:30 pm

Adjourn: 7:02 pm

Agenda Item 1. Status of new bills

Chairwoman Leccese confirmed the District will be issuing a refund check to those who have already paid their bill(s) the 1st week of March.

Agenda Item 2. Special District Meeting Discussion

There is 1 candidate running for the vacated seat: Mr. Rob Almy. Mr. Maney has withdrawn his name as a candidate. The new venue for the Special District Meeting is the Middle School Auditorium.

Agenda Item 4. Vote on Annual District Meeting Date

Motion: Chairwoman Leccese made a motion to open a warrant for the April 1st Annual Meeting.

Second: The motion was seconded and I's have it; the motion carries.

Agenda Item 5. Vote on FY 2020 Annual Compensation for Tax Collector and Assessors

Motion: Chairwoman Leccese made a motion to vote for the annual tax compensation for FY 2020 to set as follows: tax collector \$550 and assessors at \$300.

Second: The motion was seconded and the I's have it and the motion passes.

Agenda Item 6. New Business

South Middleton Dam Removal

Foreman Couris gave an update on the January 29th meeting. Bostik and MEPA have filed for an Environmental Impact Study Waiver. Various concerns were raised at the on-site meeting regarding upstream and downstream water quality and sediment migration, possible effects on 100+ year old ecosystem, and current wetlands and biological species. Environmental impacts beyond water quantity and quality would be out of the regulations of the LCWD; the Lynnfield Planning Board and Conservation Commission is working closely to monitor the situation regarding wetland and environment changes. After the meeting, Foreman Couris submitted questions to MEPA for formal review and they have responded. These questions will be addressed during the permitting process.

Proposed subdivision off of Summer Street

Foreman Couris spoke that the District has always required, whenever possible, to loop dead-end water mains. Looping is an industry standard practice to eliminate dead ends to improve water quality, fire protection, flow direction and possibly improve water pressure and volume. These improvements would be at the cost of the developer and not the customers of the District. Once the main on Cranberry Lane is tapped and the pipe is laid through the easement, the District typically does not return to clear cut or maintain by removing trees or bushes. The District would only do this to access a water main that has failed and typically concrete lined ductile iron pipe that is not in the roadway does not fail. The disruption on the easement would only be as wide as the excavator needed to install the water main. The repairs to the easement would fall under the regulations of the Planning Board and the District would agree with whatever conditions the Planning Board puts on the construction process.

Chris Sparagas, the engineer associated with project, spoke on the 3 properties being combined to build a new 9 home subdivision that abuts up to Reedy Meadow. Mr. Sparagas had preliminary met with Mr. Burnham and Mr. Couris regarding location of hydrants, water mains, expectations for hydrants and any special requests/needs of the district. It will be relatively easy to tie in to the water main. There is a hydrant near the entrance and were asked to install one at the end. There was an existing roadway easement from Charles Wills when they developed Cranberry Lane. Most of the easement is near Mr.

Allen's home. The engineers talked about having a dead end and not interconnecting with Cranberry Lane if we didn't have control of the easement or if isn't an option and add the hydrant to the list of hydrants to flush. The preference is to loop the water. Mr. Wills' development group granted an easement to the town. A lot of concerns are with respect to the trees along the property line. The engineers received a letter from the District recommending to loop the water main. The engineer is here to advocate for the residents by asking for hydrants to be flushed and eliminate the need to take down trees in the easement area.

Resident Paige Wilkins of 3 Cranberry Lane, brought pictures to show easements and all trees will be gone. The Allen's property is where the easement is. All the trees will be gone and the District needs to look at the impact of the neighborhood. Our master plan is to preserve trees. Lynnfield is a tree city and we want the District to preserve the semi-rural feel. Mrs. Wilkins asked the District to amend the recommendation that looping isn't necessary. With respect to the water quality issues, our water is fine. It has been a dead-end since the 1980s if it's not broken, don't fix it and leave as is. We ask you to reconsider the District's recommendation. Richard Whelan at 2 Cranberry Lane said the water quality is good and the pressure is fine. If it is not broken, let's not try to fix it. Lynnfield touts itself as tree town USA; there is a viable alternative to come off Summer Street; please consider the other option.

Tim Allen at 4 Cranberry Lane owns the house where they are going to cut through the landscaping and would prefer you not to as all the reasons stated. Mary Ann Coletta from 6 Cranberry Lane has the same concerns with the trees and the water quality.

The Board will take it under advisement and thanks everyone for their comments.

Chairwoman Leccese said we will discuss this further and a decision will be made by the next board meeting.

Agenda Item 7. Old Business

Chairwoman Leccese wants to make a modification to minutes of October 26, 2018 as the board voted to create a full-time office clerk position but was given misinformation. Chairwoman Leccese said we will get temporary help and review the administrative situation in the office. Chairwoman Leccese made a motion to amend the minutes of the meeting to take away the office clerk position, the motion was seconded and the motion carries.

Foreman Couris said meter reading took place on February 1st and was completed on February 2nd with a 98% success rate. Rereads and repairs have begun and are ongoing. Customers who have a meter reading issue that the District needs to repair or replace their meters will first receive a phone call to schedule appointment followed by a door tag and finally a certified letter informing the customer we need to access the property to make necessary repairs. We are currently working on a policy to possible charge a fee for unmetered water or delay in access to account for unmetered water or failure to schedule an appointment in a timely fashion.

Meter reading equipment has been ordered and scheduled for March 1st to go live.

Office computers and network are slated for replacement and once the billing situation is handled the new network will be installed. We are waiting for the refunds/bills to be processed and mailed prior to changing systems to prevent any issues.

CDM Smith has been notified to work with Tata and Howard engineers and the Lynnfield Water District on the distribution interconnection study on behalf of the District.

Mrs. Lopez asked is the interconnection study the same as the study for additional water studies.
Chairwoman Leccese responded yes.

Mr. Almy asked with the monthly readings will the customers be able to get the information and will the system flag unusually high water usage. Foreman Couris said we have to set the parameters with percentage or gallons. Getting this information to the customers will take more time. We are working on re-designing the billing statement that will give the previous and current meter readings. The billing system we are running is behind the time and will store the readings in an excel file in the meantime to give to the customers if they wish.

Motion: Chairwoman Leccese made a motion at 7:00 pm to close the warrant for the Special District Meeting.

Seconded: The motion was seconded and the l's have it and the motion has passed.

Chairwoman Leccese made a motion that was approved and meeting adjourned.

Respectfully submitted,