



**LYNNFIELD CENTER WATER DISTRICT WARRANT**  
**The Commonwealth of Massachusetts**  
**Regular Board Meeting**  
**6:30 p.m. January 28, 2019**

**Date, time, place:** The regular meeting of the Board was held on Monday, January 28, 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, Water Foreman Nick Couris, and District Counsel Attorney Christopher Casey.

**Absent:** Clerk of the Board Christine Smallenberger

**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 11, 2019 at 6:30pm

**Adjourn:** Unknown

**Agenda Item 6. Rate increase discussion.**

District counsel Attorney Christopher Casey began saying without question both in September and November there was a vote to affirmatively increase the rates. But what it does lacks any specific reference to the specific 3 tier and with that, out of an abundance of caution, to direct the commissioners is the vote is not proper for the rate increase.

Motion: Commissioner Lamusta made a motion to vacate the existing rate increase and to have the District issue new invoices to all tax payers under the same water rate schedule for the Fiscal Year 2018. With the invoices to be served to the ratepayers by February 28, 2019 and due payable by March 31, 2019 with all credits to any ratepayer.

Second: Chairwoman Leccese seconded the motion and opened the floor for discussion.

*Mrs. Rauseo asked will we get the money back in a check.* Chairwoman Leccese said we will have all that information to the ratepayers at the February 11, 2019 meeting. *Mrs. Lopez asked can you state when the new rates will be in effect.* Chairwoman Leccese said no new rates will be in effect and the District will return to the prior rates. The new bills will be mailed by February

28, 2019. You will get your money back and made whole. Mrs. Rauseo inquired about the tax bill and Chairwoman Leccese said the tax savings will remain the same.

*Mr. Almy spoke to congratulate the board for this action and appreciates the abundance of caution taken.*

Chairwoman Leccese asked the board for a vote on the motion with the I's having it and the motion passed.

### **Agenda Item 1. Chairwoman Constance Leccese resignation**

Chairwoman Leccese resigned as Chairwoman of the Board effective March 31, 2019.

Motion: Commissioner Lamusta made a motion to open a warrant for a Special District Meeting for the purposes of the election to fill the vacant seat of Constance Leccese with a term through 2021. The Special District Meeting will occur at 6:30 PM on April 1, 2019 at the Lynnfield Middle School cafeteria at 505 Main Street and further pursuant to the Bylaw's Article 1, Paragraph 4 any interested candidate must submit a letter of intent in writing to the District by March 1, 2019.

Second: Chairwoman Leccese seconded the motion with the I's have it and the motion passed.

### **Agenda Item 2. Mr. Phillip Crawford's Public Records Request.**

Chairwoman Leccese spoke that the District has complied with Mr. Phillip Crawford's public records request. Chairwoman Leccese responded that Mr. Crawford has requested to see the water bills for every ratepayer in the District, their consumption and what they paid. *A ratepayer asked doesn't that pose a potential privacy issue.* District Counsel Attorney Christopher Casey said it is subject to public request document statute and we deleted the names.

### **Agenda Item 3. Special District Meeting discussion.**

Chairwoman Leccese said the request was to appoint a replacement for Mr. Ken Burnham's seat whose term expires 2020, hold off the Superintendent search until after the April 1, 2019 Annual Meeting, and a recommendation to the commissioners that the rebate program be expanded to maximum \$2,000 per household affected for the February 25, 2019 Special District Meeting.

### **Agenda Item 4. Discussion of interconnection study.**

Foreman Couris said currently the study is being taken care of by the Lynnfield Water District's engineering firm, Tata & Howard. Foreman Couris is looking for approval from the board for CDM Smith, our engineering firm, to work with/review the Lynnfield Water District and Tata and Howard on this interconnection study. In a meeting with the Lynnfield Water District Superintendent, Jim Finegan, he expressed concern that without proper review, their engineering firm would soon be "hitting a wall" and the work would slow down." Foreman Couris is seeking from the board to authorize CDM Smith to work with Lynnfield Water District to study the interconnections between the two Districts to ensure a timely turnaround.

Motion: Chairwoman Leccese made a motion to approve the minutes of the November 26, 2018 meeting.

Second: The motion was seconded by Mr. Lamusta and approved.

*Mr. Almy asked are we able to provide funding to support CDM for the study.* Chairwoman Leccese said Yes, it is contained in the article for the funding.

### **Agenda Item 7. New Business – New Subdivision and South Middleton Dam Removal.**

**New Subdivision.** Foreman Couris spoke on the proposed subdivision located off of Summer Street (333, 339, and 343 Summer Street). The property will yield a completed total of 9 house lots. We had a preliminary meeting with representatives of the subdivision and the first drawings/plans given to the District had the majority (about 90%) of what we had asked for. In correspondence with the Lynnfield Planning Board, we were asked to verify some specs and we had returned a list of requests including our update specification sheets, some of the requests that did not make the proposed plans. Foreman Couris spoke with a representative who asked the discussion of the development be formally postponed until the regular board meeting on February 11, 2019 so they could have proper representation present.

**South Middleton Dam Removal.** Bostik Inc. has begun the process for options to remove the dam located on the Ipswich River on their property. The District has been notified of an on-site meeting Tuesday, January 29, 2019 at 11:30 am which will be attending. CDM has received report to verify environmental impacts. We will have more information to report on at the February 11, 2019 meeting. *A question was asked if they have their own in-house engineering.* They are tasked with various options, total removal, total removal with partial sediment system and keep elevations the same and the other option is no removal. They are still in the process of approval.

*Mr. Almy asked who is the applicant or advocate for the dam removal.* Foreman Couris believe it is Bostik and fired the necessary paperwork due environmental impacts and liability on said dam and are the owners of the Dam and the safety of the dam in regards to what it would do if it failed.

### **Agenda Item 8. Old business – New meter equipment and computer network infrastructure.**

The District will move forward to a monthly reading basis for tracking purposes only. We will read on the 1<sup>st</sup> of the month and if the first falls on a Sunday or Monday Holiday, the reading will take place either the Saturday before or Tuesday after depending on staff availability. Currently, the District operates approximately 15 year old meter reading technology and we are looking to upgrade that technology as the current system is no longer supported. It is a current savings of about \$3,000 in warranty coverage due to the old system is no longer supported and the upgrades computer based system would allow for meter reading to be done in about half a day. The startup for the new system comes with an initial cost of \$9,8887.23 with an annual re-occurring subscription-based program of about \$670 that involves gps mapping and live feeds.

Motion: Chairwoman Leccese made a motion to move forward to purchase new metering equipment and upgrade of the computer network infrastructure.

Second: The motion was seconded by Commissioner Lamusta and approved.

*A ratepayer asked if you will be replacing all the meters in homes.* Foreman Couris said this upgrade is not to replace the meters in homes; this program will allow us to read meters faster. The old system allows us to read within 500 feet. The new system will read upwards ½ mile and will significantly cut down reading time.

The motion has passed.

*Mrs. Lopez asked what is the deadline to submit your letter of intent for the vacant seat.* Foreman Couris said the deadline was Friday January 25, 2019. Chairwoman Leccese said there are 2 candidates for the vacant seat. They will be made public and posted on the website. Mrs. Campbell asked are town employees able to serve on water commission and District counsel said Yes, they are. A commissioner needs to be resident of the District. Clarification was made per a question, there are 2 seats up for election: Ms. Leccese's per her resigning and Mr. Lamusta for a full year term.

*Mrs. Rauseo asked how long the term lasts.* Chairwoman Leccese responded the terms are 3 years. Mr. Burnham's term expires in 2020, Mr. Lamusta's term expires this year in 2019 and Ms. Leccese's term expires in 2021. Every year a seat is up for re-election. The Treasurer and Clerk of the District is voted annually. The seat to fill at the Special District Meeting on February 26, 2019 is for a 1 year term.

*Mrs. Campbell would like resumes for those running.* Chairwoman Leccese said we have not done that in the past and you can certainly raise the issue. As candidates for public office this can be requested. *Another ratepayer asked will their letter of intent be made public?* Yes, those will be on the website.

The enabling act requires those voting to be present and registered to vote at the meeting.

*Mrs. Rauseo asked can the same person run for one of the other positions.* District counsel responded if the unsuccessful candidate from the February 25<sup>th</sup> election sends in their letter of intent in a timely manner, they would be considered as a candidate for the following election for Ms. Leccese's seat. *Mrs. Rauseo asked can they also run for the 3 year term.* District Counsel responded they can submit for both seats and specify the seat on their letter of intent within the deadline.

There is a stipend associated with the position. The chairman position pays \$2,900 per year and a non-chair position is \$2,400 annual. Typically, the chairperson is the most senior position.

*Mrs. Campbell inquired if the candidates can state their qualifications and the reason they are running for the seat.* District counsel agreed the candidates can discuss their qualifications and express their reasons for running as this is an elected position. *A ratepayer asked why we can't have this on public access television and mentioned the District should have meetings on public access television so everyone can be informed.* Chairwoman Leccese said the 2 candidates can go to the public access station and make a statement. We will investigate and have more information for next meeting.

*Mr. Joe Maney from 6 Carol Ann Road introduced himself as one of the candidate for water commissioner. Mr. Robert Almy from Wymon Way introduced himself as well as a candidate for the board and is happy to provide background information to members of the District.*

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

Respectfully submitted,