



LYNNFIELD CENTER WATER DISTRICT WARRANT

The Commonwealth of Massachusetts

Regular Board Meeting

7:00 p.m. July 22, 2019

Date, time, place: The regular meeting of the Board was held on Monday, July 22, 2019 at 7:00 PM at 83 Phillips Road, Lynnfield.

Present were: Commissioners Robert Almy, Joseph Maney, Anders Youngren, Treasurer James Alexander, Water Foreman Nick Couris, Clerk of the Board Christine Smallenberger.

Absent: none

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: Monday August 12, 2019 at 7:00 pm at 83 Phillips Road

Adjourn: 8:31 PM

Agenda Item 1. New Business.

- a) **U.S. Geological Survey (USGS) sample request.** The District received a letter regarding testing one of our wells, a gravel pack well, #9A. This well was put online in early 80's and the last time tested was 2011. The USGS is looking to collect samples

from the well and test for various things. Since 2011 we underwent a major renovation, so they would not be able to test from that individual well without shutting down other wells. The USGS would sample the raw water tap to look for changes in ground area water and not necessarily that specific well. However, they are sampling PFAS, which is an add-on this year. They will essentially map it and see how ground water flows to give them an idea of where the water is coming from in this area. The District has participated in this program since 2001. It is up to the Board's discretion since they want to sample PFAS. There is no history of contamination in this well site to our knowledge that would make the well field susceptible. We would assume the samples would come back in our favor. Chairman Almy's instinct is to let them sample, they are a reputable bunch.

Motion: a motion was made to allow the USGS to conduct sampling as proposed in Leah Santangelo's letter dated July 16, 2019.

Second: the motion was seconded, and the motion carried.

- b) **Radio Communications Equipment.** Chairman Almy posed the question do we have enough information to move forward with this bid. It is the main communication system for the District that allows us to operate. Beginning the end of June/July we were having failures to the SCADA system. We called Northeast System Control (Northeast) and they replaced the radio and found broad spectrum radios doesn't give us optimal signal strength located at Wing Road. Northeast did test but didn't get any better signals and the radios aren't in spec. The wire up at the tank have a crimp. The option would be to go through the internet, but the sites don't have access. Radio industry standard would be to upgrade from 1 watt to 5 watt and we would require an FCC license. We need to update the 2 sites antenna cables at Wing and Huckleberry and the station. We received a quote today that is more money than anticipated but the overtime is starting to add up. There is no correlation to the pump failure. 20 years ago, the signal was great but today there are a lot of signals in the air. It will take a couple of weeks to get this up and running. We are running about \$1200 in overtime a week since July 1st. There is no specific guideline for a callout timeline; typically, it is instantaneous. The board asked Foreman Couris to get a better breakout for the labor cost and equipment specific to this quote. Northeast handles all our automation, SCADA and everything with running the station and computers. It is fair to declare this an operational emergency.

Motion: a motion was made to declare this an operational emergency and allow the Foreman to proceed to sure up this bid.

Second: the motion was seconded, and the motion carried.

Chairman Almy asked if the board had no objection to change the order of the meeting and move to Agenda Item 4. The board had no objection.

Agenda Item 4. Public Comment for any Topics not Listed on this Agenda. Keith Knox from 797 Summer Street is here to address the board regarding his recent water ban fines. His

family went out of town for a few weeks and his father turned on his sprinkler system. His mother called to inquire about the violation notices. He received a warning and 2 additional fines. He didn't think his father was going to turn on the water and is asking the board for forgiveness. Chairman Almy will defer the request to the next meeting. They will hold off on expecting payment until that time. The board asked Mr. Knox to think about a proposal between now and next time and will be on the August 12th board meeting agenda. The board asked the office manager and the foreman to put together the history of the account for their review.

Agenda Item 2. Old Business.

- a) **District Superintendent.** All parties except for District Counsel have signed the contract for the new Superintendent, Mr. John Scenna. Mr. Scenna has offered to come in and meet with everyone. If the board talks to him prior to his September 9th start date, it needs to happen it at a public meeting though he may contact board commissioners individually. Mr. Scenna will be visiting the District as a resident for informational purposes only prior to his start date.
- b) **Pump failure and repair.** Maher services sent an updated quote. Their certificate of Insurance was approved by our insurance agent, MIIA. Maher recommends replacing the motor 7.5 hp motor, as it was undersized, and recommends a 10 hp pump (which was in there previously). The price difference from 7.5 hp to 10 hp is only \$205. The quote came in at \$6,515 as opposed to Smith Pump's quote for \$4800. Smith Pump is also lacking in their insurance and it is a smaller pump; Smith Pump is not as qualified as this company. Maher can have it in by the end of next week once the quote is approved. People are watering more in the morning so we can use the extra water.

Motion: A motion was made to authorize Foreman Couris to engage Maher Services to perform pump replacement according to their proposal dated July 22, 2019.

Second: the motion was seconded, the motion carried.

- c) **Cell site lease.** At the last meeting the board voted to extend the due date to August 12, 2019. Chairman Almy mentioned the Board should consider in the new contract(s) to explicitly say the lessor shall provide a copy of the permit from the Zoning Board. We will bring this back at the August 12, 2019 meeting. Commissioner Youngren will open the bids at 3 PM on August 12, 2019 and bring the bid information back to the board meeting to be held later that evening.
- d) **4 Richards Road Septic System:** The District received correspondence from the Board of Health Department informing us it will pass 4 Richards Road Title V.
- e) **Contractor vendor insurance requirements.** We received the insurance certificate for the landscaper approved by the Board and unfortunately, they do not meet the insurance requirements. Foreman Couris received one more quote that was significantly more money and was not broken out yet includes all district property. Foreman Couris will follow up on the DPW helping as they do cut around the Huckleberry tank.

Commissioner Maney and Foreman Couris may speak with the Town Administrator, Mr. Dolan, regarding assistance from the DPW to mow lawns in consideration with the history on what the District has done for the town.

- f) **Rules and Regulations.** The board has nothing to report currently and is still working on the document.
- g) **Rates and Rate Setting.** The press release seeking interested members of the District to serve on the rate committee was in the paper. The deadline to submit a letter of interest is August 15, 2019.
- h) **Technical studies.** Foreman Couris was told by CDM Smith (CDM) it takes a while to run the model for the studies. Chairman Almy and Foreman Couris talked about the operations directional flushing program and that maybe we can add a few streets and gradually expand. CDM and the operations crew will most likely not have an expanded plan done in time for fall flushing. It is possible we can start expanding in the fall and possibly add the Edwards Avenue area. Chairman Almy tasked Foreman Couris to develop a plan within his comfort level and we can discuss whether CDM blesses the plan or drop that work item from CDM's list. We can make that the next work area and see how it goes. We have heard nothing from Lynnfield Water District (LWD) or CDM regarding status of the supplemental supplies and what they need.
- i) **Filter rebate program.** Our existing \$200 rebate should cover the cost of a particulate filter and part of the cost for installation. Chairman Almy will bring a recommendation to the board on the August 12, 2019 agenda that the best filter to purchase is a particulate filter and for the program reimbursement to remain the same at \$200. The board will need to determine whether to add other criteria such as requiring a plumbing permit. The District will reimburse up to \$200 for the filter and installation (not \$100 for each). Chairman Almy will write up a recommendation for the board for the next meeting.

Agenda Item 3. Review and Approve Minutes of Prior Meetings.

Chairman Almy wants to make changes to the July 8, 2019 and July 15, 2019 board meeting minutes before the board approves them. He will have the edits done in time for the for next meeting.

Chairman Almy made a motion that was approved and the meeting adjourned.

Respectfully submitted,