



LYNNFIELD CENTER WATER DISTRICT WARRANT

The Commonwealth of Massachusetts

Regular Board Meeting

7:00 p.m. October 15, 2019

Date, time, place: The regular meeting of the Board was held on Tuesday, October 15, 2019 at 7:00 PM in the Break Room at Town Hall, Lynnfield.

Present were: Commissioners Robert Almy, Anders Youngren and Joseph Maney, Superintendent John Scenna, Treasurer James Alexander, Foreman Nick Couris and 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 October 28, 2019 at 7:00 pm in H. Joseph Maney Room at Town Hall

Adjourn: 10:11 PM

The meeting was called to order at 7:03 PM

Agenda Item 1. Old Business.

- a) **Superintendent's Update.** See attached memorandum from Superintendent Scenna regarding updates to be included in the minutes.
- b) **CDM Smith (CDM) Discussion on Various Ongoing Technical Studies.** Mike Nelson and Angela Moulton from CDM were in attendance and discussed closing out old task orders with the board this evening.

- i) **VFD Studies and Possible Load Shed Program.** CDM's Electrical engineer is working on it. CDM is getting answers on potential savings and what anticipated rebates we can get from RMLD dependent on how much energy we save. The question is how much financial support the District can get from RMLD or another agency to pay. CDM will report back answers.
- ii) **Storage Tank Inspections.** DEP recommends an inspection every 5 years. Inspection is scheduled for November 4, 2019 with Utility Services. The robot will determine the buildup and condition in the tank and the inspectors will determine the condition of the outside of the tank. Utility Services will put together a comprehensive report with recommendations and how it aligns with DEP guidelines.
- iii) **Apple Hill Study.** Superintendent Scenna was surprised to find out there are 3 valves that were closed which made the Apple Hill area isolated from rest of the District and didn't allow for mixing of the water sources as originally designed. The CDM proposal hopes to vet out the questions. CDM found in the Apple Hill area closed valves at Cooks Farm, Tophet Road, and halfway down Pine Hill which creates more of an isolated zone for Apple Hill. CDM has come up with a 3-prong approach to the problem which is mostly modeling: 1) robust sampling program of Iron and Manganese. We want to sample the well head, coming out of the tank, clear well, and at the consumers tap. CDM will review the results to help tell the story at the consumers tap and to know the life cycle of the water. Step 2) is customer survey: why does 1 neighbor gets dirty water, and another doesn't. We want to see if a pattern emerges. Step 3) is run 6 different model scenarios to open and close valves and do a source trace. The model takes in quality and operational data. And finally, a memo with what CDM did with outcomes. The customer mailer will take time to develop for input. Time frame is 2 months from receipt of the data for modeling. The District will issue a press release and invite the affected neighborhoods to a public meeting to discuss the study. The cost for this is task is \$16,150.

Motion: a motion was made to approve expenditures from the Hydraulic Funds budget line item 7210 to fund the Apple Hill study and generate a final proposal to come back to the board for approval.

Second: The motion was seconded, and the motion carried by unanimous vote.

- iv) **Unidirectional Flushing Program.** Currently, we are only flushing a small piece of the system. There is a proposal to complete the entire district in 4 to 6 zones. We can marry another section in the spring and fall. We can't flush at the same time because of volume, storage and height levels in the tanks. We are confident we can do entire District in over 2.5 years. The vast majority of pipes are cement lined; tuberculation happens in dead ends. Some areas in Apple Hill are showing tuberculation which is a rock-like build-up in the pipes. With unidirectional flushing you exercise valves and hydrants.

- v) Supplemental Water Sources. Tata and Howard is requesting how much water we want at the 3 locations where we physically tie into Lynnfield Water District (LWD). CDM created a memo in DRAFT form to share with the Lynnfield Water District. Under all scenarios there is no infrastructure updates needed on our side. We must permit water through MWRA even though we are getting the water through LWD. We would still need a meter pit at all locations. LWD operates at a higher pressure: we would need a pressure reducer valve. A water quality analysis must take place to determine mixing chlorine and chloramines. Superintendent Scenna supplied a draft of options for our water supply to the commissioners (see attached). We have to look at several alternatives.

Mr. Marchionda from 70 Bourque Road asked if anyone has looked at Boston Clearwater for another source of water. Chairman Almy said his guess is Boston Clearwater does not have sufficient quantity and is also in the Ipswich river basin. Mr. Marchionda also asked if we test for PFAS. Chairman Almy responded the District does not formally test for PFAS but the USPS Geological Survey just did some testing. We don't anticipate a problem as Bostik is on other side. When the state demands us to test, we will test.

2) Old Business

- a) **Filter Rebate Program (Discussion).** Superintendent Scenna is currently reviewing 4 rebates and will circulate in advance for commissioner's review.
- b) **Deferred Compensation Plan (Possible Action).** The impact to the District for all 3 plans is the same. The employees chose the SMART Plan.
- c) **Cell Site Lease RFP (Discussion and Possible Action).** We have not received anything from legal counsel. Superintendent issued Verizon a notice of award. Legal has not given us the security changes and Cori check affidavit.
- d) **Overview of Rates and Rate Setting (status).** The rate committee had a meeting last week where Superintendent Scenna suggested the District engage Raftelis to assist with a rate study. The committee is leaning to switching to quarterly billing with new rates beginning June 1st for spring seasonal use. The goal is to introduce new rates in February. Raftelis will refine the proposal and attend our next meeting on the October 28, 2019. The board wants Superintendent Scenna to go back to Raftelis to add his wage rate and not to exceed amount for project.

Motion: a motion was made to authorize Superintendent Scenna to enter in with Raftellis with a maximum of \$13,500 for Task 1 water rates design and modeling a custom impact analysis.

Second: The motion was seconded, and the motion was carried by a unanimous vote.

- 3) **Public Comment for any Topics not Listed on this Agenda.** There was no public comment.

4) Review and Approve Minutes of Prior Meetings

Motion: a motion was made to approve the minutes of the September 23, 2019 meeting.

Second: The motion was seconded, and the motion was carried by a unanimous vote.

Motion: a motion was made to approve the minutes of the October 2, 2019 meeting.

Second: The motion was seconded, and the motion was carried by a unanimous vote.

5) Board Review and approval of payroll, A/P Warrant(s) and Rebates. The board approved payroll and warrants.

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

Respectfully submitted,