



LYNNFIELD CENTER WATER DISTRICT WARRANT
The Commonwealth of Massachusetts
Regular Board Meeting
7:00 pm November 22, 2021

Date, time, place: The regular meeting of the Board was held on Wednesday November 22, 2021 at 7:00 PM.

Present: Commissioners Anders Youngren, Joseph Maney, Jack Adelson, Superintendent John Scenna, Treasurer Shannan Cuddy (via Zoom), Clerk of the District Tim Doyle, and Clerk of the Board Christine Smallenberger

Absent: none

Also attending: Dick Hingston

Additional attachments: Agenda, incorporated into the minutes hereto.

Next Regular Meeting: December 1, 2021 at 7:00 PM

Adjourn: 8:39 PM

The meeting was called to order at 7:07 pm

1. New Business

a. 2022 Tax Levy, with Dick Hingston & Dave Fox

Dave Fox will forward the information to the board prior to the vote that will take place on December 1st at 7pm. Superintendent Scenna and Dick Hingston presented 3 scenarios for the FY22 tax levy: \$0.46, \$0.32 and \$0.37. The stay-the-course scenario at \$0.46 brings a 17% increase in the revenue due to the increase in home valuations. Looking at the current volumetric revenue, the assumption is we will bill 20% less than last year in the volumetric rates. The board needs to decide how much to generate in free cash and with a lot of projects ongoing, free cash is a good thing. The board's first instinct is to keep the tax rate at \$0.46 as the customers are used to paying this rate currently. The goal has always been to rebalance the revenue at a 70/30 split with the majority in revenue from the volumetric rates. Historically, we were at a 90/10 split with majority in revenue received from the tax levy. If the rate remains at \$0.46, we would be collecting approximately 43.76% of our revenue

from the tax levy and would generate around \$500,000 in free cash. Dropping the rate to \$0.39 would generate approximately \$410,000 in free cash with the tax levy 37% of revenue. Our estimated free cash for FY21 is \$1.1 million. The commissioners are concerned about PFAS downgrading the district's bond rating. We have upcoming capital improvement project bills, and we are due to borrow again in July of 2022. The other variable on the positive side is the infrastructure bill where money is allocated for water utility projects and possibly for PFAS grants. The Town of Lynnfield got \$3.8 million for specific projects; we are hoping to get something from this money. Superintendent Scenna spoke with the town accountant and our projects have been accepted by the consultant to continue in the infrastructure grant process. The ARPA funds are controlled by the select board and must meet specific criteria to be eligible for ARPA money.

2. Superintendent's Update

- a. Tank Rehabilitation Project: We moved forward with draining the tank last week. We met with the paint supplier to apply a special paint at a temperature as low as 35 degrees. This is not the paint specified in the contract. We refused to pay the extra cost for the change in paint. The costs incurred were due to delays and retesting. Material costs are more but not substantial. We will complete the inside work first which should take 5-7 days. The contractors are planning on working on Saturday and are authorized to work on Sunday. As soon as the top portion is done, public safety and Verizon will put their antennas back. When we run a backwash at the treatment plant, it sets off an alarm on Huckleberry. It affects pressure (low or low flow). We need to figure out how to not get the alarm to go off at the school. We anticipate the earliest date of completion and to begin filling around December 15th to fill and 10 days later for the tank to be put back on-line in the system.
- b. PFAS Program: Our confirmatory results came back. We received an email from the DEP requiring us to complete public education. 2 of our 4 sources have results above 20, which is the action level. We are to test every month after 3 months. The results average together and if the average is over 20, there will be an order from the DEP. Jen Pederson from the Mass Water Works' professional opinion is to get ahead of it and take the first chance for public outreach. We came up with a scope with CDM to work with the DEP to analyze results and put a plan in place for future sampling with a robust outreach with public presentation, press releases, brochures, website, and training for employees. The proposal started at \$55,000 with the superintendent negotiating them down to \$33,000. PFAS is a groundwater issue. We want room in the Glen Drive design for PFAS mitigation. The analysis will show us what we need to do with Main Street in the long-term. One option may be to go to Wakefield for additional water and shut down Main Street. We are now making the Glen Drive project bigger. We may have the

ability to take more from Wakefield in the future. We have \$22,000 put aside in our budget for PFAS.

- c. Lien accounts: We liened 51 accounts at a total of \$76,513.85. 232 Summer Street, Don & Ruth Garrity were on the lien list. Mrs. Garrity called last week about their bill. Last year's usage of 80,000 was an abnormality. Mrs. Garrity's claim was the gas company contractor used the water last year (53,000 was the differential). The gas company is known for doing this than calling the town and setting up the hydrant with a backflow. The former town engineer didn't have any records. The fair option is to bill the differential at the cost of water. The commissioners feel they need to pay something because they were negligent for not paying this sooner. The board agreed to offer charging 40,000 gallons at \$6.24 and 40,000 gallons at last year's rates.

- d. ARPA applications & WMA: Our applications were submitted. Any agency including recreation that can prove loss in revenue goes first. The Willis Woods project is second, which is about \$600,000, and then everyone else is eligible. We are competing with turnout gear for the fire department (safety) and other departments within the town.

AWIA: we have a hard deadline to complete at the end of the year. We have 2 workshops coming up that Commissioner Youngren will be attending. The first workshop is with our IT vendor and SCADA vendor. The process to date, has put a lot of holes in our SCADA. We are concerned if our SCADA system is protected. The second workshop is with Reading Municipal Light (RMLD) and the town police and fire departments to discuss what do we do when we lose power, power in the summer, and when supply can barely meet demand.

3. Update on Capital Improvement Plan

- a. CIP Presentation scheduled for 12/16/21: The borings have taken place at Glen Drive. We moved forward with completing an environmental assessment. We are currently conducting the hazmat assessment. We will have to build a lagoon. There is 1 more boring to complete on Main Street. The surveys are done and are back with CDM. Most of the field work has been completed for the projects with the exception of the pilot testing. The DEP is still reviewing the pilot testing.

4. Continued Business

- a. n/a

5. New Business (look ahead)

- a. Upcoming Meetings

- i. Vision for Willis Woods

- ii. Tax Levy Hearing & Vote: This has been moved to the 1st of December. We will adjust the board meeting scheduled for December 6th to the 1st of December. Meredith Stone and Dave Fox will be in attendance

for the classification hearing. Emilie Cademartorie from the Conservation Committee will present on Willis Woods.

iii. Charter Change Presentation & Vote: will happen on the 1st.

6. Other board items:

A motion was made to adjourn the regular meeting at 8:39 pm. and go into executive session.

Respectfully submitted,