



**LYNNFIELD CENTER WATER DISTRICT WARRANT**  
**The Commonwealth of Massachusetts**  
**Regular Board Meeting**  
**4:30 pm February 8, 2022**

**Date, time, place:** The regular meeting of the Board was held on Tuesday, February 8, 2022, at 4:30 PM.

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

**Absent:** none

**Also Attending:** Jen Welter, Jenn Dever Wood

**Additional attachments:** Agenda, incorporated into the minutes hereto.

**Next Regular Meeting:** February 14, 2022 at 7:00 PM

**Adjourn:** 7:48 PM

The meeting was called to order at 4:32 PM

**1. New Business**

- a. Endorsement of Town of Lynnfield Open Space Plan: One of the goals for the Open Space Plan is to increase public awareness of our natural resources, conservation, focus on providing a range of recreational facilities and to preserve the semi-rural character of Lynnfield and protect the drinking water resources. Endorsing the plan is a requirement of the MVP grant awarded to Lynnfield. These plans are in action for 7 years and lays out all the steps to take place over 7 years. A draft of the plan was submitted to the state in 2020; the state did not complete review until early 2021. This past year addressed the changes the state recommended. All 14 boards have responded positively to the plan and feels it is what the community wants.

**Motion:** a motion was made for the board to approve the open space recreation plan.

Seconded: the motion was seconded, and the motion was passed with Commissioner Youngren, Commissioner Adelson and Commissioner Maney saying aye by a unanimous vote.

- b. Discussion with Jenn Dever Wood, Human Resource Consultant: Superintendent Scenna recommends the district hire a human resource consultant to address several voids that exist from a human resources perspective. There is a lot of initiatives on the table as well as a void on policies and procedures that need to be put in place. Ms. Wood spoke on her background. Chairman Maney said Superintendent Scenna did his due diligence and feels comfortable for the superintendent to negotiate on the board's behalf. Commissioner Youngren asked how much time can you dedicate to the district versus other professional responsibilities. Ms. Wood responded she has ample time to devote to us and though we haven't talked about timeframe, she has an idea of what is ahead.
2. Superintendent's Update
  - a. n/a
3. Special District Meeting
  - a. n/a
4. Update on Capital Improvement Plan
  - a. Amending Glen Drive for PFAS: The Glen Drive design is at the 30% mark. CDM Smith's (CDM) proposed improvements at Glen Drive only addresses iron and manganese and not PFAS. Station 4/Glen Drive levels were at 11 in the fall and the last 2 results have dropped to the 4's. Station 2/Main Street's latest result came in at 16. The question to CDM is do we address PFAS now or later and what is the best way to address PFAS at Glen Drive. The federal infrastructure funds are geared to PFAS. The state will pump the funds directly to water through the SRF fund (state loan). 3 things we can do is 1) stay the course and not address PFAS at Glen Drive 2) go backwards and construct one big building to address iron/manganese and PFAS. This option brings the risk of not getting SRF funds and go back to 30%. the reward is if we proceed the chance is we could have entire project funded through the SRF funds. 3) proceed with the greensand filter and design for Glen Drive as a separate project from PFAS. If you take the 3<sup>rd</sup> approach, the SRF funds will only cover the PFAS approach and not greensand filter. We need to decide by next Monday and we have to be at 30% design (with option 2 or 3). Superintendent Scenna will regroup with CDM and put the numbers together and figure out how to proceed with funding.
5. Continued Business
  - a. n/a

6. New Business (Look Ahead)

- a. Special District Meeting on Monday, February 14, 2022 @ 6:30 p.m.: Clerk of the District Doyle has drafted the motions and the board will have the motions by the weekend. The meeting will be at the Merritt Center and will be recorded. A press release just went out announcing the meeting.
- b. Regular Board Meeting, Monday February 14, 2022 @ 7:00 p.m.
- c. FY23 Budget & Rate Hearing, FY23 Fee Schedule & Volumetric Rate Vote, Monday, February 28, 2022 with *Dave Fox, Raftellis*: The budget will be presented and Dave Fox will be in attendance to speak on the rates for a board vote with the new rates becoming effective on March 1, 2022.

7. Other Board Items:

- a. Approve Prior Meeting Minutes
- b. Approve A/P and Payroll and Payment Plans, if applicable
- c. Approve Abatements as Recommended by the Abatement Committee
- d. Any other unanticipated items by the Board
- e. Executive Session for legal and personnel purposes if required

A motion was made to adjourn the regular meeting and to go into executive session at 5:15 pm.

Respectfully submitted,