



LYNNFIELD CENTER WATER DISTRICT WARRANT
The Commonwealth of Massachusetts
Regular Board Meeting
4:30 pm July 19, 2023

Date, time, place: The regular meeting of the Board was held on Wednesday, July 19, 2023 at 4:30 PM.

Present: Commissioners Joe Maney, Anders Youngren, Steven Walsh (via Zoom), Superintendent John Scenna, Treasurer Kevin Sullivan, and Clerk of the Board Christine Smallenberger

Absent: none

Others attending: Anne Malenfant from CDM Smith, Blake Martin from Weston & Sampson, Attorney Andrew Lechner, Donald Swimm, Richard Kosian, Alfred Fraumeni and Mary Marenghi

Additional attachments: Agenda, incorporated into the minutes hereto.

Next Regular Meeting: August 21, 2023

Adjourn: 6:00 PM

The meeting was called to order at 4:30 pm.

1219 Main Street Tax Levy Exception. Attorney Andrew Lechner was in attendance on behalf of his client, Donald Swimm. Attorney Lechner said it boils down to a misunderstanding for inclusion of Mr. Swimm's property within the district and is asking the board to remove the client's property from the district. District Counsel Attorney Tom McEnaney proposed an alternative to have the board hold a hearing for Mr. Swimm's property to be exempt from the tax levy. Attorney Lechner believes they have a strong position that his client should have assented to the inclusion, but he never did, and the board disagrees. Chairman Maney believes there was no misunderstanding but would like to see this go away and will vote for the exemption. Commissioner Youngren defers to the chair and Commissioner Walsh agrees 100%.

Motion: a motion was made to vote for 1219 Main Street to be exempted from the District.

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

We reached out to Glen Drive and West Tapley residents via mail, code red, email, to discuss the Glen Drive treatment plant which is scheduled to go before the Zoning Board on August 1st for site review. Anne Malenfant and Superintendent Scenna will present and hope for an approval vote on the same night. The Glen Drive 60% review has been completed.

Our environmental permit process requires us to post a hearing that is publicly advertised. It is an opportunity to discuss the interconnect. Ann Malenfant from CDM Smith presented on the environmental justice, updates on the MWRA interconnection and the Glen Drive review. The vault doesn't trip any environmental impacts and should take about 2-3 months to complete and shouldn't look too different. The impacts are minimal. CDM Smith has submitted the initial form to the state with the description of the project and will follow up with all documentation for the interbasin transfer. LCWD needs to prove that we need the water, how we conserve water and why the interconnection/outside water source is needed. This will be submitted by the end of this month. The interbasin transfer will be open for public comment after and the slides will be posted online.

Glen Drive: Ms. Malenfant gave an overview of the LCWD system's pump stations, summer demands and quality issues. The treatment plant was originally meant for iron and manganese and now will include treating PFAS. CDM Smith anticipates 18 months for completion when construction begins (with the hope of beginning construction in February of 2024). No conservation commission is required. Everything is contained within the building. For day-to-day operations, there will be minimal increase on how the pump station is run today.

Mr. Kosian asked if the connection from Station 2 to Glen Drive is included. Superintendent Scenna said we don't have the easement yet, so it is not included in this project. We are fairly certain we will have the easement within the next 18 months and at that point we hope to time it all together. The pilot program at Station 2 is good for 2 years and can be extended. If everything aligns correctly, we hope all to be completed at the same time in 2025. Mr. Fraumeni asked if you have a site plan. We will put the site plan on our website tomorrow morning.

Meter replacement program: Mary presented the meter replacement program created to address older meters in the district and bring them up to date. There are problematic accounts that are estimated. The goal is to change 150 meters by the end of the fiscal year. The packet (incorporated into the minutes) includes a door knocker with QR codes that lead

to new pages on our website with FAQs and explain why changing the meter will benefit the customer. We will target accounts with non-functioning and oldest meters in the system.

Meter tampering policy: we find a dozen circumstances a year that we suspect tampering of some level. During construction, people take advantage of flipping the meter. We need to be vigilant to protect our meters. Nick and Christine will take some language and create a sticker to go on every new meter going forward. We need a visual for evidence and legally the sticker puts the customer on notice. This is a policy. It will need to go to a Special District Meeting if we want to make this a By-Law.

Motion: a motion was made that LCWD adopt the policy regarding meter tampering dated year 2023 as generated by Superintendent John Scenna.

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

FY24 Commissioner Goals & Objectives, Policies & Procedures, Commissioners Maney & Youngren. All commissioners will take a section. Chairman Maney will be on the insurance subcommittee for an employee health plan that is fiscally responsible, transparent, and inline with today's industry standards. We will create a plan for retirees that is consistent, fair, and equitable to all members according to industry standards. Chairman Maney is not sure if the insurance subcommittee would have jurisdiction for retirees but wants to get in-line with what the town has to reward our guys for a good solid career. Commissioner Youngren will review the charter for personnel changes to create a policies and procedures manual, safety manual, resources, means, methods in all instances. Commissioner Walsh' background as an executive for policies and procedures for daily/monthly actions, all bank accounts, make sure all is secure and customer friendly for employees. We have a diversified background in the board. This year if we work hard, we can do some things that haven't been done for a long time. Superintendent Scenna will work on month-to-month goals to be completed by the next Annual District Meeting.

Continued business: The planning director provided maps of trails, memorandums, priorities. Superintendent Scenna will send her a list of questions. Informally the superintendent brought forward concerns, liability, and financial burden. Our goal is to act at our next meeting in August to move forward in the fall. The planning board recently approved a parking area. Chairman Maney goes back and forth that he doesn't want anyone up there but if there is more traffic hopefully there will be less risk for shenanigans.

Vallis Way: got detailed response yesterday and will defer decision to August. Superintendent Scenna is not in a place to give a recommendation at this time.

The RFP for Wing Road is planned for after Labor Day; one tenant is coming off the tank and hopes we will have someone ready to go on.

Water update: we have plenty of water right now and the system rests at intervals. Christine presented on June consumption (incorporated into these minutes).

FY23 is not yet closed. Essex County Retirement and liability insurance invoices for FY24 have been paid. Superintendent Scenna and Treasurer Sullivan will work on the contract for the \$100,000 PFAS design stimulus money. We need to complete the questionnaire regarding PFAS litigation for damages for the claim we filed. We need to look at project expenditures. We need to make sure we have enough money in place to complete the Wakefield interconnection as the SRF funding isn't applicable for the interconnection. If we need to borrow additional money, we need to vote in September. Superintendent Scenna will call Hilltop for current interest rates.

Station 2 PFAS update: Blake Martin reported the system is working exactly as he said it would. The highest level for PFAS prior to treatment was in June at 28 ppt; upon leaving the site, the water tested at non-detect levels. The current issue is can we maintain our lead and copper program as it currently stands. Blake has been involved with the DEP to mitigate on our behalf but unfortunately, we have to change our lead and copper program. We test 20 sites a year and a few schools. We now have to test 40 sites within a certain parameter twice a year. The new lead and copper rule is making everyone go to 40 sites starting in the fall. If testing goes well in the fall and spring, we can go back to how it was. Lead results have to be below 15. The EPA is doing severe audits on the DEP so they wouldn't accept the argument of the sampling efforts. The community needs to know we need a lot of help. The negative is we have to change our sampling due to the pilot. Commissioner Youngren asked if there is an action level if we test above. Blake responded in this case it would be a chemical addition.

The Abatement committee met today. A payment plan was approved for 27 Greenwood Rd.

Motion: a motion was made to approve the issuance of \$500 citations for the unmetered use of water for 12 Temple Road and 22 Homestead Road.

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

Motion: the motion was moved for the recommendation to approve two abatement requests for 27 Huckleberry Road and 4 Thomas Road with irrigation leaks. The approach is to charge

them for regular use, and anything above will be charged at \$7.49 per thousand, the cost of water rate. Chairman Maney asked if both leaks are repaired. The homeowners will be notified that this is a 1-time abatement, they need to repair the leak and will not be eligible for another abatement.

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

Motion: the motion was moved for the recommendation to deny two abatement requests. 28 Olde Towne Road had high usage in December for 4 days and was normal until usage increased due to outdoor water use. 717 Summer Street had high consumption in September and October of 2022 and from November to now is normal. Both accounts did not have leaks and do not understand why they had this issue. The final abatement request was for 3 Cortland. They had a leak while they were in Florida in February 2023 and had used 122,000. We are taking the same approach to monthly average for 3 Cortland.

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

Bottled Water rebate program: We haven't tested above the MCL since January. We continued to issue the rebate through June. We checked with the DEP and as long we are below the MCL, we aren't required to continue the bottled water program. We will stop the program this month and issue a final check for the month of July. We informed customers this may happen with the most recent checks issued. A letter informing customers the program is paused indefinitely will be sent with a check for July bottled water.

Motion: a motion was made to pause the bottled water program indefinitely.

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

Motion: A motion was made to approve minutes from the April 10th, April 24th, April 26th and June 6th board meetings as prepared.

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

A motion was made to adjourn the regular meeting at 6pm.

Respectfully submitted,