

**BOARD OF WATER COMMISSIONERS
MINUTES FOR THE MEETING OF
OCTOBER 1, 2024**

A quorum being present, Chairperson Sheldon called the meeting to order at 5:10 p.m. He announced that the virtual version of the meeting was being recorded and requested those in attendance to state their name and title for the record by roll call:

Board Members Present in Person: Robert H. Sheldon, Commissioner and Chairperson - Present; and Joshua M. Fox, Commissioner - Present.

Board Members Present Virtually: None.

Others Present in Person: Vincent J. Roy, Executive Director - Present; Thomas S. Travers, Treasurer - Present; Michael Abbondanzio, Foreman - Present; Karen A. Moretti, Assistant Treasurer - Present; and representatives of a proposed development on Brewster Road, Eric Rhodin of Line Company Architects, Inc. - Present; Dan Carr, Engineering Consultant from Stamski & McNary, Inc.; and Matthew Watsky of Watsky Law.

Others Present Virtually: None.

1. Review and Vote to Approve the Minutes from the Board of Water Commissioners Meeting held on September 17, 2024.

The Commissioners approved the minutes for the meeting of September 17, 2024, as amended.

Commissioner Fox made the motion for approval, which was duly seconded by Chairperson Sheldon, and approved by unanimous roll call:

Joshua M. Fox, Commissioner - Aye

Robert H. Sheldon, Commissioner and Chairperson - Aye

2. Review of the Director's September 27th Bi-Weekly Report.

The Commissioners reviewed the Director's September 27th Bi-Weekly Report. With no questions, the Commissioners proceeded to the remaining meeting agenda items.

3. Discussion: Proposed Brewster Road Subdivision

Chairperson Sheldon welcomed the representatives of the proposed Brewster Road subdivision to the meeting and asked them to introduce themselves and their roles in the project, which they did. Mr. Watsky began the presentation with an overview of the conceptual project, noting that the applicant was inclined to grant an easement to the District's adjacent lots and along Old Sudbury Road. This would provide access for a proposed new water tank at the highest point of the land, aimed at resolving the area's low water pressure issue.

Mr. Watsky further explained that due to the steep slope, the project architect, Mr. Rhodin, had incorporated a public skyline park into the design to help secure a waiver from Sudbury's Planning Board. Mr. Watsky also mentioned that the development team anticipated the District becoming a co-applicant for the project, as the proposed cul-de-sac would provide the frontage necessary for access to a future water tank. Chairperson Sheldon and Commissioner Fox agreed that if the project proved mutually beneficial, they would support the District's role as co-applicant and advocate before Sudbury's Planning Board. They noted that a new high-pressure system would address the low water pressure issues in the Goodman Hill area.

Director Roy asked the development team how soon construction would begin if the project received approval from Sudbury's Planning Board. Mr. Watsky responded that construction would likely start in one to two years. Mr. Roy noted that the District was not prepared to budget for a new water tank for at least five to ten years. He emphasized that since a 12-inch ductile iron water main would need to be installed through the development to the proposed tank location, it should be done concurrently with the construction to avoid disrupting the street after the development is completed.

Mr. Roy informed the development team that he would present the proposed plans to the District's engineering consultant, Environmental Partners, and expected to have their assessment and water main installation cost estimate in four weeks. Commissioner Fox asked Director Roy to add this topic to the agenda for the November 5th Board of Water Commissioners meeting, when the development team would be present to discuss the consultant's assessment. Mr. Roy agreed.

4. Vote to Authorize the Assistant Treasurer to Open a New Bank Account at Salem 5 Savings Bank in Sudbury for Depositing Cash Receivables

Treasurer Travers presented a corporate resolution document to authorize the Assistant Treasurer, Karen Moretti, to open a new bank account at Salem 5 Savings Bank in Sudbury for depositing cash receivables.

Commissioner Fox moved to authorize the Assistant Treasurer to open the new bank account at Salem 5 Savings Bank in Sudbury for cash receivables. The motion was duly seconded by Chairperson Sheldon and approved by unanimous roll call:

Joshua M. Fox, Commissioner - Aye

Robert H. Sheldon, Commissioner and Chairperson - Aye

Chairperson Sheldon and Commissioner Fox subsequently signed the corporate resolution document to open the new bank account, authorizing the Assistant Treasurer, Karen Moretti, Treasurer, Thomas Travers and Executive Director, Vincent J. Roy to sign checks, make deposits, and engage with the bank on behalf of the District.

5. Review of the Abatement Policy

Commissioner Fox presented amendments to the current Abatement Policy to Chairperson Sheldon for comment and review. Commissioner Fox requested to postpone further discussion of the amendments to allow time for Commissioner Boyd and Chairperson Sheldon to review the suggested policy changes and present their edits at the next scheduled Board of Water Commissioners meeting. Chairperson Sheldon agreed to this request.

Chairperson Sheldon and Commissioner Fox subsequently signed the corporate resolution document to open the new bank account.

Conclusion of Open Meeting

Commissioner Fox moved to conclude the open public meeting session and move into executive meeting session, not to return to the open public meeting session, under executive session **Exemption 1**. To discuss the reputation, character, physical condition, or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual, for the review and vote to approve Minutes for the September 17, 2024, Executive Meeting Session and also under executive session **Exemption 3**. To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares; discussion of the abatement for 17 Trailside Circle. Chairperson Sheldon subsequently so declared.

The motion was duly seconded by Commissioner Sheldon and approved by unanimous roll call:

Joshua M. Fox, Commissioner - Aye

Robert H. Sheldon, Commissioner and Chairperson - Aye

There being no further discussion the meeting adjourned at 6:27 p.m.