

BOARD OF WATER COMMISSIONERS
MINUTES FOR THE MEETING OF
JANUARY 7, 2025

A quorum being present, Chairperson Sheldon called the meeting to order at 5:02 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; Robert E. Boyd, Jr., Commissioner - 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 Renee M. Adams, Executive Administrator - Present

Others Present Virtually: David Tivnan, Real estate consultant representing Verizon Wireless Communication

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

The Commissioners reviewed and approved the minutes for the meeting of December 17, 2024, as amended. Commissioner Fox made the motion for approval, which was duly seconded by Commissioner Sheldon and approved by unanimous roll call:

Joshua M. Fox, Commissioner - Aye
Robert E. Boyd, Jr., Commissioners - Aye
Robert H. Sheldon, Commissioner and Chairperson – Aye

2. Review of the Director’s December 20, 2024, and January 3, 2025, Bi-Weekly Reports.

Director Roy presented his bi-weekly reports, covering the following topics:

- *PFAS/MDL:*
Treasurer Travers asked Director Roy if the District had received the first settlement installment as had been stated by the District’s Multi-District Litigation Counsel, Ken Sansone. Mr. Roy responded that no settlement payment had been received as of this date but that he would contact SL Environmental the following morning to inquire on the estimated date to receive the initial settlement payment.
- *Water Main Break at Shaws Plaza:*
Commissioner Fox asked Director Roy about the cause of the water main break earlier in the day (January 7) at Shaws Plaza. Director Roy informed the Commissioners that the break on private property was caused by a private contractor installing a new 2-inch water service for the future Chase Bank, which is currently under construction. Mr. Roy stated that the contractor hit the 8-inch asbestos cement (AC) water main while excavating to locate the water main. Mr. Roy estimated that approximately 800,000 gallons of water were lost due to the incident. Commissioner Sheldon asked Mr. Roy if the contractor followed proper protocol for disposal of AC pipe, to which Mr. Roy responded that the contractor was familiar with the regulatory requirement and to Mr. Roy’s knowledge followed the proper procedure.
- *Service Leaks at Singletary Lane and Lincoln Road:*
Commissioner Fox asked Director Roy if the service leaks repaired at 46 Singletary Lane and 334 Lincoln Road were house-side leaks. Director Roy responded that the leak on Singletary Lane was a

street-side leak and that was mistakenly listed as a house-side leak in the December 20th report. Mr. Roy also stated that the service leak at 334 Lincoln Road was initially reported as a house-side leak because of water coming up out of the ground downstream of the curb-stop. Mr. Roy stated that once the contractor repaired the curb-stop box, the leak was revealed to be on the main side of the curb-stop, therefore becoming the District's responsibility to do the repair.

Treasurer Travers asked Director Roy about the service leak at Feeley Field. Director Roy stated that the service provides water to the concession stand which is in the upper ball field.

- Interconnection Study and Evaluation of Long-term Plan for secondary water supply connection: Director Roy informed the Commissioners that the Interconnection Study was near completion and that Kleinfelder (project engineering consultant) is tentatively scheduled to present the report to the Commissioners at the February 4th meeting.

There were no further questions regarding the Director's Bi-Weekly Report.

3. Discussion on Inquiry for Land Lease Proposal.

David Tivnan from Verizon Wireless Communications gave an overview of Verizon's interest in installing a cell tower on the District's East Street parcel. He noted that there is a coverage gap in this part of town that Verizon would like to fill. Verizon began the process six years ago when the District advertised its request for proposals (RFP) for leasing land for a cell tower. The lease was initially awarded to U.S. Towers, but U.S. Towers failed to get zoning approval, which led to the termination of the lease agreement.

Mr. Tivnan suggested future solicitations for land leases should have a stipulation requiring that bidders must have an FCC license and include a requirement that the awarded company pay for consultant fees incurred by the District. He mentioned that Federal Law might allow bypassing local zoning if a gap in coverage is proven.

Commissioner Sheldon inquired about other FCC license holders who might respond to an invitation to bid. Mr. Tivnan confirmed that at least four other qualified FCC license holders exist. When asked about land area requirements, Mr. Tivnan said a typical cell tower needs about 60 square feet.

Mr. Roy [highlighted-further stated](#) that a cell tower on the District parcel would not only provide financial benefits but also enhance communication coverage for the District's SCADA system and emergency response for the Police, Fire, and School Departments. The Commissioners expressed interest in further pursuing the cell-tower process and requested that Director Roy obtain a cost proposal from the District's cell tower consultant for representation in this process.

4. Review and Signature on State Revolving Loan Fund (SRF) Trust Bond for East Street WTP/PFAS Project

Director Roy presented the SRF Trust Bond to the Commissioners for their review and signature. Mr. Roy stated that the Bond had already been reviewed by him, Treasurer Travers, and Assistant Treasurer Karen Moretti, and that all was in order. Commissioner Fox asked Director Roy if a formal vote was required before signature, to which Treasurer Travers responded that the Bond had already been approved at the last Annual Meeting for the District.

5. Review Draft Employee Policy (Handbook).

Director Roy presented the draft employee manual to the Commissioners for review and comment. Chairperson Sheldon recommended that the Board defer the review of the draft policy to the next Commissioners' Meeting. Commissioners Fox and Boyd concurred.

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 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; review and vote to approve Executive Session Minutes for December 17, 2024, to review the request for appeal on Water Abatement issued for 89 Concord Road, and to discuss Collective Bargaining Unit proposals in the Executive Session and the chair so declares.” Chairperson Sheldon subsequently so declared. The motion was duly seconded by Chairperson Sheldon and approved by unanimous roll call:

Joshua M. Fox, Commissioner - Aye

Robert E. Boyd, Jr., Commissioners - Aye

Robert H. Sheldon, Commissioner and Chairperson - Aye

There being no further discussion, the meeting adjourned at 6:10 p.m.