

BOARD OF WATER COMMISSIONERS
MINUTES FOR THE MEETING OF
FEBRUARY 18, 2025

A quorum being present, Chairperson Sheldon called the meeting to order at 5:01 PM. 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. Commissioner Robert E. Boyd arrived for the meeting at 5:15 PM.

Board Members Present Virtually: None.

Others Present in Person: Vincent J. Roy, Executive Director - Present; Thomas S. Travers, Treasurer - Present; and Renee M. Adams, Executive Administrator – Present.

Others Present Virtually: none

1. Review and Vote to Approve the Minutes from the Board of Water Commissioners Meeting held on February 4, 2025.

The Commissioners reviewed and approved the minutes for the February 4, 2025, meeting, 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 H. Sheldon, Commissioner and Chairperson – Aye

2. Review of the Director’s February 14, 2025, Bi-Weekly Report.

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

• Asset Management Project:

Commissioner Sheldon asked Director Roy about the benefits of the Asset Management project for the District. Mr. Roy explained that the Asset Management project is setting up a work-order system to be integrated with the District’s Geographic Information System (GIS). Managers will be able to assign work orders for preventive and corrective maintenance of equipment across all facility locations, creating a permanent record of the work performed. These records can later be viewed in reports that help predict equipment failure and assist in budgeting for equipment replacement.

• Invitation for Bids (IFB) 25-12/ Granular Activated Carbon (GAC) Replacement Services

Commissioner Fox asked Director Roy for clarification on the IFB 25-12 bid opening process. Mr. Roy explained that the IFB is for a three-year contract for GAC replacement services at both PFAS water treatment facilities. The bid opening is scheduled for next Wednesday, February 26th, at 10:00 AM. Weston & Sampson will assist the District in reviewing the bid submittals. Mr. Roy confirmed that the bids will be delivered as hard copies. Bidding is not electronic. A contract agreement for the bid award will be presented to the Commissioner at a later date for final execution.

• Proposed Brewster Road Subdivision:

Commissioner Fox asked Director Roy for an update on the discussions with the attorney representing the proposed Brewster Road subdivision and District Counsel, Lawson Williams. Mr. Roy stated that the attorney for the Brewster Road subdivision had presented a draft contract agreement to Counsel Williams, which sought to obligate the District to construct a new water tank within a specific time frame. Mr. Roy stated that he had rejected the concept of a contract agreement, especially one with

those terms. Consequently, Counsel Williams is now drafting a memorandum of understanding (MOU) between the two parties.

- Water Abatement for 9 Maynard Farm Circle
Director Roy clarified that the reported approval was incorrect. The homeowner did not meet the minimum criteria for granting an abatement and was therefore denied.
- Reported leak on new PFAS Treatment System Piping
Commissioner Fox requested that Director Roy provide an explanation for the reported leak at the Raymond Road WTP/PFAS system piping. Mr. Roy explained that this was a new leak, similar to the one reported last month on a different pipe at the plant. The pipe was temporarily repaired by Barbato Construction and remains in operation. New Terra has committed to sending replacement piping for all four vessels within the treatment facility, with delivery expected by mid-March. Commissioner Sheldon asked Director Roy if he had contacted a metallurgist to investigate the cause of the pipe failure. Mr. Roy responded that he had not done so yet but would this week. Commissioner Sheldon stated that he would contact an expert he had previously worked with on similar issues, Randy Nixon, to set up a meeting to discuss the issue and consideration for contracting his services for the investigation. Commissioner Fox asked Mr. Roy who's paying for the replacement pipe, to which Mr. Roy responded that all equipment within the facility was under warranty. Investigating the cause of the pipe failure could be useful in the designing of future similar type projects.

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

3. Review and Vote to Approved FY 2026 Operating Budget

Director Roy presented the draft FY26 budget to the Commissioners for their review and discussion. Mr. Roy explained that there were no changes to the proposed operating budget that had been presented at the February 4th Meeting, but there were changes to the funding sources for one of the capital budget items. Mr. Roy stated that remaining balances of five accounts for completed projects, totaling \$309,000, would be liquidated and reappropriated to the Wells 4 & 6 PFAS Treatment project. These reappropriations require approval at the upcoming Special District Meeting.

Commissioner Fox asked if it makes sense to fund PFAS treatment at Wells 4 & 6 given the current political desire to reduce environmental regulations. Mr. Roy responded that the EPA has already promulgated a new standard that is much lower than the State's standard of 20 parts per trillion (PPT) and that it was unlikely that EPA regulation would be reversed. He also added that MassDEP will be lowering its PFAS standard to at least match that of the EPA.

Commissioner Fox made the motion to approve the FY 26 Operating Budget, which was duly seconded by Commissioner Boyd, and approved by unanimous roll call:

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

4. Review and Vote to Approve the 89th Annual Meeting Warrants

Director Roy presented the draft 89th Annual Meeting Warrant to the Commissioners for their review and discussion. The Commissioners requested that Director Roy consolidate the two Warrant Articles that pertain to Wells 4 & 6 /PFAS Treatment Design/Construction in preparation for approval at the next Commissioners' meeting, to which Mr. Roy concurred.

There was no further discussion regarding the 89th Annual Meeting Warrants.

5. Discussion on Emergency & Long-Term Water Supply Study Report

The Commissioners reviewed and discussed the scenario rankings for emergency and long-term water source connections provided in the draft Interconnection Study Report. They requested that Director Roy relay to the Consultant to remove decision factors for initial cost and other concerns from the Emergency Connection Scenario table and remove all cost, other benefits, and other concerns from the Long-term Connection Scenario Ranking table. Additionally, the Commissioners asked that the weight factors be normalized in accordance with the remaining decision factors and that the Consultant provide initial scoring (1-10) for the different options within both tables. The Commissioners thought it would be a more efficient process if the Consultant had suggested scores for the Commissioners to consider and then adjust as they thought appropriate. Mr. Roy agreed with the request and stated that he would report back to the Commissioners at a later date.

There was no further discussion regarding the draft Interconnection Study Report.

6. Review Draft Intermunicipal Agreement (IMA) for Regional Water Supply Study

Director Roy presented the draft Intermunicipal Agreement to the Commissioners for their review and discussion. Commissioner Sheldon emphasized that Framingham must be part of the discussion on this matter, as the MWRA source originates there. Commissioner Fox inquired about the reason for the Town of Maynard being listed as a non-contributing party. Mr. Roy explained that Maynard is procuring the consulting services upfront, and that all other communities will reimburse Maynard for an evenly split share of the consultant's cost. Commissioner Fox summarized that the District would agree to be a non-contributing party contingent upon the inclusion of both Framingham and Sudbury in the agreement.

Mr. Roy stated that he would relay the Commissioners' position to the Metro West Regional Water Collaborative communities during their meeting on Friday, February 21st.

7. Review Draft Employee Policy (Handbook).

Director Roy recommended that the discussion on the employee policy be postponed until the next meeting. The Commissioners agreed to the recommendation.

There was no further discussion regarding the draft employee policy.

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 2. To discuss strategy with non-union personnel and the chair so declares.” Chairperson Sheldon subsequently so declared. The motion was duly seconded by Chairperson Sheldon and was approved by a 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 6:50 p.m.