

Mr. Fox opened the January 18, 2022 meeting to interview treasurer position finalists at 5:30 PM and announced it as audio and video recorded. Messrs. Jim Fox, Andrew Kara, Robert Lexander, Eric Merithew and John Miller were in attendance and each announced his presence. Blake Lukis, Bob Marsh and Jack Bent were also present. Pauline Donaghue, former comptroller for Perkins School introduced herself, described her background and the skills she could bring to the DWWD. Although her degree was in education, she became a CPA and had a long career in finance. Following the interview with Ms. Donaghue, candidate Daniel Modelane joined the meeting. He described his career experience in accounting and finance in the computer, telecommunications, and higher education arenas. He described borrowings he secured while at Dean College. After Mr. Modelane left the meeting Mr. Fox led a discussion on the two candidates including asking for a recommendation from Mr. Lukis and team Based on input from the interviewing team, Mr. Lukis recommended Ms. Donaghue because of her experience with bonding, nonprofit accounting, general ledger system conversion, payroll systems and board meeting attendance. Importantly, she expressed her goal of working for an organization with a cause and mission she believed in and found at Perkins School. She said that she sees similar meaning in the work of providing community drinking water. Mr. Marsh agreed with would this assessment and while conceding both candidates were well qualified felt Ms. Donaghue would be the best person to work with the DWWD team. Mr. Bent agreed with everything already stated and added that as a CPA, Ms. Donaghue had a skill that is particularly desirable. The discussion concluded with a consensus to recommend offering the treasurer position to Pauline Donaghue at the immediately following meeting of the full board.

Mr. Fox called the general business meeting to order at 6:30 PM after Commissioner Gary Yessaillian joined the meeting along with staffers Steve Locke, Stephanie Costa, Elissa Cohen, Matt Lanen, Rick Mosca and Tabitha Maccalous. Mr. Fox called for a roll call attendance. Gary Yessaillian, Andrew Kara, Eric Merithew, Robert Lexander, John Miller and James Fox each announced themselves.

## **MINUTES**

Mr. Fox asked for a motion for approving the minutes of January 4, 2022. Mr. Kara put forward the motion forward and Mr. Merithew seconded it. Mr. Fox asked if there was any discussion and hearing none he called for a roll-call vote. Messrs. Yessaillian, Kara, Merithew, Lexander, Miller and Fox all voted Aye.

## **TREASURER'S REPORT**

### **Financials and Warrants**

Mr. Bent reported five warrants for \$401,779.76 and included a wire payment to the Clean Water Trust as they will not accept a check. He noted that the District avoids wire transfers when possible and when required has strict procedures including telephonic communication directly with long known key bank managers before a wire transaction is even possible.

**BUSINESS MANAGER’S REPORT**

Mr. Marsh reported that they continue to be impacted by the Covid Omicron situation and continue to follow guidance as we wait for a turn around. He said that they are working on interviews for the receptionist/office admin position with screened candidates provided by Kendra. Next, he said that we are replacing the phone system with a cloud-based system which will keep the phone system operational in the event of an emergency at the office. He noted that the office construction is done and what remains is to assess the handling of maps and records currently stored in on site mini pods. He said he will be working on the proposed garage with architect Ted Rowse, surveying the property and informally meeting with the Planning Board to understand the permitting process. He said he will have more information shortly.

**SPECIAL PROJECTS ENGINEER REPORT**

Mr. Locke reported that under extreme bitter cold conditions, DWWD crews and all departments did an outstanding job responding to a water main break on University Ave on Friday January 14. He noted that they had decided to purposely delay the shut down for repair for a few hours so as not to inconvenience the residents of the 150 Condos. Numerous equipment issues attributable to the weather also presented challenges. He noted that because of the water main improvements installed by the University Station Developers, we were able to limit the shutdown impact to the condos and the other buildings remained with water whereas prior to that a significant portion of University Ave would have been in the shut-down area. On Sunday January 16 a break on Wilson Way impacted Frugal Fannies alone and fortunately not the next-door dialysis center as it was closed. He noted we had personally notified the store manager ahead of the shutdown. On Station Drive, we lost the CT, contact station due to the extreme weather and as required by MADEP regulations were required to bring in staff to obtain a water sample every four hours while the station was inoperable. He commended Rick and his team for responding to this during brutal weather conditions. On January 5, a power surge at the office damaged the emergency backup motherboard that has a 3-4 week lead time and in the meantime Matt Lanen arranged for a temporary generator rental for \$5400 per month. LaFleur Electric had come in to assess the office for damages and repaired the digital door openers which were found inoperable because of the surge. We also asked them to give a quote on a surge arrestor. Mr. Locke said he had called it in to Corcoran and Havlin and said we have a \$5,000 deductible and the estimate of repair and generator rental is about \$8600. We also asked Lafleur to give a quote on a surge arrestor. Mr. Locke said that although he doesn't know the cause of the surge, he found it noteworthy that when the Fire Department responded to our office they reported numerous nearby commercial properties including Legacy Place were having similar issues. Matt Lanen added that he had spoken to the Fire department and learned it only affected commercial customers in the same grid as ours and that while outside along with Stephanie, Bob and Elissa, he had heard a boom that traveled to the transformer on the pole. He suggested going first with a claim with the power supplier. A general discussion ensued on the merits of even making a claim given the relatively low damage cost versus the potential for higher premium costs done the road attributable to the number of claims. Mr. Locke responded that he would contact Eversource. Mr. Fox then asked that the appreciation of the board be conveyed to the staff responding to the extreme weather main breaks. He endorsed the decision to hold off the shutdown to minimize the impact to residents. Mr. Lukis thanked Mr. Fox and added that we could always ask the insurance

company to withdraw the claim and find out if they had any experience with our claims caused by the power system. Mr. Yessaillian asked if we knew the cause of the University Ave break. Mr. Locke said that the break was on an older 12” pipe, it was a circular break and the cause is not known. It did occur the day after the White Lodge plant was turned back on following the 72-hour shutdown needed to replace the White Lodge Plant main discharge pipes, which Mr. Locke said had been very successful and that substantial completion was reached. Weston and Sampson is requesting an additional \$31,900K beyond the original price of \$56,700 for an engineering task order amendment for the White Lodge Project. For numerous reasons, there have been setbacks along the way due to supply chain issues and other issues with the pumps that caused Weston and Sampson to spend significantly more time than planned. He will have this matter for the next meeting. Lastly, he referred to the Weston and Sampson Total Trihalomethane (TTHM) six-month study report which was posted on basecamp. The report indicates that the highest Total Organic Carbon (TOC) is found at Bridge Street and further that the TTHM formation is highest between Bridge Street and the tanks and not from the tanks out to the distribution system. He said that this will be beneficial to the mixer/aerations systems planned for the tanks which the vendor says can reduce the TTHMs by 50%. He said the power requirements for this equipment is still under review. He noted that the particular THM of highest concentration is chloroform, which is the easiest of the TTHMs to remove by aeration. There will be a 12-month report as we continue to analyze water samples going forward.

### **EXECUTIVE DIRECTOR’S REPORT**

Mr. Lukis described the process undertaken to date for filling the operations manager position. He noted that while there were no external applicants deemed acceptable resulting from the twice publicly posted vacancy. More importantly, over the past several months, Mr. Lukis said he had been very impressed with Steve Locke’s abilities, dedication and work ethic. For these reasons, he recommends that Steve Locke be promoted into the operations manager position. Several board members made favorable comments on the recommendation Mr. Fox asked for a motion to appoint Steve Locke to operations manager position. Mr. Lexander put forward that motion which Mr. Yessaillian seconded. Mr. Fox asked for any discussion. Mr. Yessaillian suggested we follow up with Insight to make sure all requirements are followed given the public postings. Mr. Fox called for a roll call vote Messrs. Yessaillian, Kara, Merithew, Lexander, Miller and Fox all voted Aye. Mr. Locke thanked everyone for the confidence they placed with him.

Next Mr. Fox informed the board of the personnel subcommittee’s unanimous recommendation, following the interview with two excellent candidates, that Ms. Pauline Donaghue be offered the position of part time treasurer. He also noted that she was the candidate endorsed by the staff involved in the interviewing process. He asked for a motion to propose this which Mr. Merithew put forward and Mr. Lexander seconded. Mr. Fox thanked Mr. Lukis and team for efforts in bringing these candidates forward and expressed gratitude and well wishes to Mr. Bent for his service as treasurer. He asked for a roll call vote and Messrs. Yessaillian, Kara, Merithew, Lexander, Miller and Fox all voted Aye. Mr. Lukis said he will complete the process for both the operations manager and treasurer positions with the outsourced HR firm.

Next, Mr. Lukis said that he is optimistic on the compliance sampling for TTHMs, based on the December monitoring results, which is primarily due to blending with MWRA water. He said he

recommended that practice continue at least until the equipment is installed in the Fox Hill tanks in effort to stay in compliance. He would like to begin the process with the MWRA for this continued water purchase, outside of the MWRA water supply agreement for 73 million gallons annually.

Mr. Lukis expressed praise and gratitude for the outstanding efforts of the entire team during several challenging situations handled during the past weeks. He confirmed with Mr. Yessaillian that his reappointment to the board had occurred and said he would be working with Nancy Baker on John Miller's reappointment over the next month.

Mr. Miller noted that the most recent PFAS results were higher and questioned if this could be a result of the blending with MWRA water. Mr. Lukis dispelled that given the non-detectable PFAS levels in the MWRA water. Ms. Maccalous suggested that the high groundwater levels that contributed the high TOCs may also be a factor here. Mr. Lukis said several communities with wells near each other in the Charles River Basin were experiencing higher PFAS results. Mr. Miller commented that in Wayland, treatment changes were costing that district millions. Mr. Lanen offered that Natick, Wellesley and other towns adjacent to Route 9 were experiencing contamination possibly due to chemical sprays used by MassDOT.

Last Mr. Lukis said he had modified the pumping reports and posted on Basecamp, and he welcomes any feedback.

Mr. Fox asked that regarding Bridge Street automation, he would like to see an update with costs and timelines presented at the next meeting. The next meetings were set for February 8 and 22.

Mr. Fox called for a motion to enter executive session to discuss union negotiation strategy and will return to open session to close the meeting. Mr. Yessaillian put the motion forward and Mr. Miller seconded the motion. Mr. Fox called for a roll call vote and Messrs. Yessaillian, Kara, Merithew, Lexander, Miller and Fox all voted Aye and stated that each was alone.

Executive Session Minutes separately provided

Upon return to open session, Mr. Fox called for a motion to adjourn. Mr. Lexander put that motion forward and Mr. Merithew seconded the motion. Mr. Fox called for a roll call vote and Messrs. Yessaillian, Kara, Merithew, Lexander, Miller and Fox all voted Aye.