

Mr. Fox opened the February 8, 2022 Board of Water Commissioners meeting at 6:30 PM and announced it as audio and video recorded. Messrs. Gary Yessaillian, Andrew Kara, Robert Lexander, John Miller and Jim Fox were in attendance and each announced his presence. Blake Lukis, Bob Marsh, Pauline Donaghue, Elissa Cohen, Eileen Commene, Rick Mosca, Steve Locke, Stephanie Costa and Matt Lanen were also present. Attorney Joe Emerson joined for executive session.

MINUTES

Mr. Fox asked for a motion for approving the minutes of January 18, 2022. Mr. Kara put forward the motion and Mr. Lexander seconded it. Mr. Fox asked if there was any discussion and hearing none he called for a roll-call vote. Messrs. Yessaillian, Kara, Lexander, Miller and Fox all voted Aye. Mr. Merithew joined the meeting after the vote.

TREASURER'S REPORT

Financials and Warrants

Ms. Donaghue reported warrants numbered 6-12 for the period January 18-February 5, 2022 for \$622,847.00 and included a supplementary payment to Ardent Group for the White Lodge project. The Treasurer's Report shows an unreconciled cash balance of \$7.935MM as of 1/31/2022. This was a decrease of \$71K during January and the reconciled cash balance as of 12/31/2021 is also presented in the report, she noted. Lastly, Ms. Donaghue reported that the Dedham Savings Capital Reserve account was closed and the balance transferred to the Operating Account. Mr. Miller asked what the minimum cash balance is needed to maintain the bond rating. Mr. Marsh responded that there is not a set balance requirement rather there are about ten items that are factored into the rating including consistent rate increases as well as cash reserve. He suggested during the long-range planning process in the second quarter they could include a deeper dive into this.

BUSINESS MANAGER'S REPORT

Mr. Marsh is working with the banks to get the accounts transferred to Ms. Donaghue and Mr. Lukis and is updating the signature cards using DocuSign. He said that he expects that the December financials will be completed by February 18th. He informed the board that the new rates are implemented on the February bills and there have not been any issues. Next, he said that the phone system has been upgraded at no cost to EU link, a cloud-based system. Lastly, he noted that they are continuing the hiring process for the administrative assistant position.

OPERATIONS MANAGER REPORT

Mr. Locke reported that the White Lodge project is wrapping up and reminded the Board that Weston and Sampson had proposed an amendment for the construction administration of the project for reasons previously provided. Mr. Lexander made a motion that the Dedham-Westwood Water Commissioners vote to approve Amendment No. 1 to Task Order #117 of the White Lodge Treatment Plant Improvements Project contract with Weston & Samson Engineers,

Inc. and the Dedham-Westwood Water District for an additional \$31,900 in Construction Administration Services. Mr. Miller seconded the motion. Mr. Fox asked for any discussion and hearing none asked for a roll call vote. Messrs. Yessaillian, Kara, Merithew, Lexander, Miller and Fox all voted Aye.

Mr. Locke reported a 4" cast iron main break on Hazelnut Place in Dedham and on 6" cast iron mains on Highview and Fairview Streets in Westwood. He noted these were all circular breaks. In Dedham, there was a leak on Pacella Drive that was discovered by the production department as this is in a boosted area. Steve Miles, a leak detection contractor, came in to pinpoint the leak location. There was also a service leak on an unmarked, improperly abandoned service that was hit by a contractor. Next, he reported that Weston and Sampson would provide a presentation on the Meter and Billing Study at the next meeting. He reported that they are finishing up the power supply needs evaluation and that it may take six months to bring three phase power service to the Fox Hill Tanks needed to be able to install the mixers and vents. Sandy Valley Tank already has three phase power and at Stoughton Rd a VFD (variable frequency drive) will be used to provide the third leg needed to run the motors. Mr. Miller asked if the treatment for Trihalomethanes could also be used for PFAS reduction at the treatment plants and would make the mixers and vents redundant. There was a discussion about the impact of delay on the mixers and vents.

EXECUTIVE DIRECTOR'S REPORT

Mr. Lukis asked that the Board consider granting him authority to sign contracts for projects approved in the budget or over say, \$100,000 to streamline the process. Mr. Fox asked for a motion to get discussion going. Mr. Merithew made a motion that the Dedham-Westwood Water Commissioners vote to provide the Executive Director with the authority to sign contracts and task orders that have already been approved through the Fiscal Year 2022 Budget process. The signature authority shall only be for contracts and/or Task Orders that are within the approved budget amount and that are of a total amount of \$100,000 or less. Any contract greater than \$100,000, above the approved budgeted amount, or a new unbudgeted item shall require approval of the Board for execution. Mr. Lexander seconded the motion. Mr. Lexander offered that this had been done in the past for limited reasons and he was in favor. Mr. Fox suggested a lower threshold an aggregate number to make sure the ceiling is clear. Mr. Miller would like a reporting of any contracts executed. Mr. Lukis noted he would come to the Board any time the contract value exceeds the approved budget and will provide whatever written and verbal reporting that is requested. Mr. Fox moved to amend the motion to include a \$750,000 aggregate cap which Mr. Yessaillian seconded. The amended motion is then as follows: that the Dedham-Westwood Water Commissioners vote to provide the Executive Director with the authority to sign contracts and task orders that have already been approved through the Fiscal Year 2022 Budget process. The signature authority shall only be for contracts and/or Task Orders that are within the approved budget amount and that are of a total amount of \$100,000 or less, up to \$750,000 in aggregate. Any contract greater than \$100,000, above the approved budgeted amount, or a new unbudgeted item shall require approval of the Board for execution. Mr. Fox asked for any further discussion and hearing none asked for a roll call vote. Messrs. Yessaillian, Kara, Merithew, Lexander, Miller and Fox all voted Aye.

Mr. Fox asked for a motion on the mixer and vent work. Mr. Lexander made a motion that the Dedham-Westwood Water Commissioners vote to approve the Design of Tank Mixers, Venting Systems, and in Tank Aeration Systems proposal between Weston & Sampson Engineers, Inc. and the Dedham-Westwood Water District for the contract price of \$164,200 through September 30, 2023. Further, that upon this approval, the agreement and contract shall be executed by the Executive Director. Mr. Yessaillian seconded the motion. Mr. Fox called for any discussion. Mr. Fox questioned an item related to proximity of power to the tanks. Mr. Lukis said that evaluation had been received today. Mr. Lukis confirmed that the work includes design, bidding through an RFP and contract oversight. Mr. Lukis explained that the mixer equipment operation could be observed and controlled through SCADA at the plants but that a failure would not constitute an emergency and doesn't impact operating the system. The operation has no bearing on future automatic operations. Mr. Locke added that the mixers provide general water quality benefits, apart from THM reduction. Mr. Fox asked for a roll call vote. Messrs. Yessaillian, Kara, Lexander, Miller and Fox all voted Aye. Mr. Merithew abstained for professional reasons. Mr. Merithew asked about the PFAS task order work by Weston and Sampson. Mr. Lukis explained that they would be looking at both long- and short-term treatment and other solutions should an exceedance come down the road. He explained that they would also be preparing some DEP reports related to the TTHM exceedance. Mr. Lexander asked if the level was high at a single well if that would be treated or would it be at the treatment plant. Mr. Merithew said more data would be coming soon.

Mr. Fox asked for a motion on the water main task order. Mr. Merithew made a motion that the Dedham-Westwood Water Commissioners vote to approve the Design, Bidding and Construction Services of Water Main replacements on Beverly Lane, Hillcrest Place and Veterans Road between Weston & Sampson Engineers, Inc. and the Dedham-Westwood Water District for the contract price of \$119,500 through the Spring of 2023. Further, that upon this approval, the agreement and contract shall be executed by the Executive Director. Mr. Lexander seconded the motion. Mr. Fox asked for any discussion and hearing none asked for a roll call vote. Messrs. Yessaillian, Kara, Merithew, Lexander, Miller and Fox all voted Aye.

Mr. Lukis provided a PowerPoint presentation on Bridge St automation. He began by saying there is some confusion over the automation of Bridge Street versus automating the entire system, which is what the DEP would be approving. Bridge Street Plant is pretty much there in terms of automation but we are adding some inline analyzers for water quality and will be moving forward with the security projects which would also precede any request to the DEP. Mr. Lukis detailed the rough, budget costs to automate the whole system of \$2-3MM. He provided a timeline to design, construct, program and test bringing us to 2030. He cautioned that there is no guarantee that the DEP with approved reduced staffing after this work is done. Mr. Yessaillian asked if there were any other benefits that would support the investment. Mr. Lukis said he thinks it's worthwhile as apart from automation, staff would be freed up to perform maintenance tasks. Mr. Lukis reported that we did receive a reading of 20 and we are not out of compliance unless the next two months are over 20. There was a discussion on seasonality on the results. He explained that if a monthly sample is 21 or more, a public education public notification will be required and he has asked Capital Strategic solutions for a proposal. Next, he said he's in discussion with the Town of Dedham as they'd like to use our meter reading system. Lastly, he

asked for a personnel subcommittee to discuss some personnel matters. Mr. Fox appointed Mr. Yessaillian as chair and Messrs. Alexander and Merithew to serve on the subcommittee. Mr. Miller asked about the status of the meeting with Paul McMurtry. Ms. Commane offered that he is busy right now with the legislative session. Mr. Yessaillian suggested that Mr. Lukis make introduction with Senator Mike Rush as well. Mr. Fox asked about the necessity of the supervisors to mandatorily attend the Board meetings. There was general agreement that while always welcome there is no need for all the supervisors to normally attend going forward.

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. Alexander seconded the motion. Mr. Fox called for a roll call vote and Messrs. Yessaillian, Kara, Merithew, Alexander, 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. Alexander put that motion forward and Mr. Merithew seconded the motion. Mr. Fox called for a roll call vote and Messrs. Yessaillian, Kara, Merithew, Alexander, Miller and Fox all voted Aye.