



DEDHAM-WESTWOOD WATER DISTRICT
General Business Meeting Minutes
Tuesday, November 1, 2022 | 6:30 PM

Hybrid Meeting
In-Person Attendance at 50 Elm Street in Dedham, MA 02026

Announcement of the Audio and/or Video Recording

The Chair, James Fox, called the meeting to order at 6:30p.m. and announced the meeting would be audio- and video-recorded.

Attendance

James Fox, Chair

Robert Lexander, Vice-Chair

Andrew Kara, Clerk

Eric Merithew, Member (remote)

Gary Yessaillian, Member (remote)

Blake Lukis, Executive Director

Bob Marsh, Business Manager

Pauline Donoghue, Treasurer

Steve Locke, Operations Manager

Absent

John Healy, Member

Roll-Call Attendance

Messrs. Fox, Lexander, Kara, Merithew, and Yessaillian Present.

Mr. Fox confirmed a quorum present.

Approval of Minutes of October 11, 2022

Mr. Fox called for a motion to approve the meeting minutes for October 11, 2022. Ms. Donoghue pointed out a misspelling found twice; Mr. Lukis confirmed the errors would be corrected. A motion was made by Mr. Kara to approve the minutes, as reviewed and corrected, for October 11, 2022; the motion was seconded by Mr. Yessaillian. With no additional discussion necessary, a roll-call vote was taken.

Roll-Call: Messrs. Fox, Kara, Merithew, and Yessaillian voted Aye; Mr. Lexander abstained. Motion passes.

Financials and Warrant

Warrant

Ms. Donoghue presented Warrants 75-79 for October 11 to 26 activity, approved by all Commissioners except Mr. Yessaillian; Mr. Yessaillian confirmed he approved the warrants before the meeting start.

Business Manager Report

Business Operating Reports

Mr. Lukis shared the Income statement. Mr. Marsh reported YTD September delivered good news. The YTD variance budget, current year actual, is excess of revenue over expenses, quite favorable to budget. As confirmed by Mr. Fox's exclamation, this includes net of \$450. Mr. Marsh spoke of future expenses. The variance column shows billed water expense; with the tier structure in place during volume decreasing, this was still favorable. Expenses show the same trend, as some capital spending was deferred; operating costs report favorable because of underspending. Mr. Marsh still forecasts a breakeven year. Because of project delays, capital spending is at 26%; some capital projects will roll into next year.

Operations Manager Report

Pumping and Operational Report

Mr. Locke informed that pumpage was down the last three weeks, with 3.6 million gallons pumped daily during October.

Mr. Locke reported that only one break, in Dedham, was found.

Mr. Locke requested three motions for approval for the design and purchase of piping for next year's water main projects:

Action on Task Order 131 Design of Brookfield Road and Beacon Street Water Main Replacement Project

The Dedham-Westwood Water Commissioners vote to approve Weston & Sampson Task Order #131 for the Design, Bidding, and Construction Services of Water Main Improvements and Replacements on Brookfield Road and Beacon Street in Westwood in the amount of \$75,200. Further, that the Executive Director be authorized to sign the Task Order.

This is being requested to ensure that DWWD will have design completed for Brookfield Road and Beacon Street in Westwood to enable DWWD to bid this project in the Spring of 2023 and completion prior to the Town of Westwood's scheduled paving of these roads in 2024, thereby saving the District the cost of paving these roads. These streets currently have 2-inch iron water mains. Therefore, the replacement of the mains with 8" Ductile Iron pipe, which are targeted for replacement in our Capital Improvement Plans (CIP), would be an excellent improvement in that area by increasing fire flows, increasing water volume, and eliminating another tuberculated water main which decreases water quality.

It should be noted this Task Order includes the design of 900 feet of Washington Street (from Brookfield Road to Everett Street) which currently has an undersized 6" main needing replacement. This street falls under the jurisdiction of Mass DOT. Due to an ~6-month Mass DOT permit approval period, including this street could jeopardize completion of the other streets in 2023. Since Washington Street needs upgrading/replacement anyways and in conjunction with the fact that it may require upgrading in the near future if a pending apartment complex gets approval, it seemed prudent to have the design of Washington Street included in the Task Order while the surveyors are there.

It should also be noted that \$8,900 is included in the task order for a Notice of Intent (NOI) which may or may not be required.

Mr. Yessaillian motioned to approve Weston & Sampson Task Order #131 for the Design, Bidding, and Construction Services of Water Main Improvements and Replacements on Brookfield Road and Beacon Street in Westwood in the amount of \$75,200. Further, that the Executive Director be authorized to sign the Task Order. The motion was seconded by Mr. Merithew. With no additional discussion necessary, a roll-call vote was taken.

Roll-Call: Messrs. Fox, Lexander, Kara, Merithew, and Yessaillian all voted Aye.

Motion passes unanimously.

Action on Purchase of Water Main in Advance of Brookfield and Beacon Water Main Project

The Dedham-Westwood Water Commissioners vote to approve the purchase of 2,200 linear feet of 8” Ductile Iron pipe for the Brookfield Road and Beacon Street water main replacement projects in the estimated amount of \$130,000. Further, that the Executive Director be authorized to sign the contract for the pipe.

Please note DWWD will be required to follow Mass. Procurement Laws regarding the bidding and purchase of the pipe for the project. Purchase of the pipe will create more bidding competition while giving it the best chance to be completed in 2023, prior to paving in 2024.

Mr. Lexander motioned to approve the purchase of 2,200 linear feet of 8” Ductile Iron pipe for the Brookfield Road and Beacon Street water main replacement projects in the estimated amount of \$130,000. Further, that the Executive Director be authorized to sign the contract for the pipe. The motion was seconded by Mr. Kara. With no additional discussion necessary, a roll-call vote was taken.

Roll-Call: Messrs. Fox, Lexander, Kara, Merithew, and Yessaillian all voted Aye.

Motion passes unanimously.

Action on Change Order No. 1 with CJP to Perform Work Not Completed in the 2020 Project Due to the Pandemic

The Dedham-Westwood Water Commissions vote to approve Amendment No. 1 to the current 2022 water mains project contract with CIP & Sons, Inc., and the Dedham-Westwood Water District in the amount of \$38,120 for work not completed in the 2020 project due to the pandemic. Further, that the Executive Director be authorized to sign the amendment.

This is being requested as a change order because CIP felt that 2019 bid prices were not indicative of current costs. After reviewing their cost proposal, DWWD feels that their proposal is a fair one and that we proceed with having that work completed. Since Weston & Sampson closed out the Task Order from 2020 water mains project, it simplifies paperwork and billing to add the Change Order to the current contract. FYI, the 2020 project had over \$207,000 appropriated to it that wasn't spent (not including \$11,029.54 in retainage that we recently released to them from that project).

Mr. Lexander motioned to approve Amendment No. 1 to the current 2022 water mains project contract with CIP & Sons, Inc., and the Dedham-Westwood Water District in the amount of \$38,120 for work not completed in the 2020 project due to the pandemic. Further, that the Executive Director be authorized to sign the amendment. The motion was seconded by Mr. Merithew. With no additional discussion necessary, a roll-call vote was taken. Roll-Call: Messrs. Fox, Lexander, Kara, Merithew, and Yessaillian all voted Aye. Motion passes unanimously.

Update on New & Existing Projects

Mr. Locke reported:

The Beverly and Hillcrest water main project should be completed by next week, after some setbacks.

The 2023 water main projects will be out to bid by the end of November.

Harmonics testing was added to the Motor Control Center design. The plant harmonics found to be not to-code and will be corrected in the design of the replacement MCC's.

The well rehab is progressing, with increased capacity, and completion by the end of November.

Executive Director Report

Contracts Executed by Executive Director

No contracts have been signed since the last meeting.

Update on Vehicle Procurement

Mr. Lukis reported that two vehicle purchase quotes were obtained; one order was cancelled, and the second has no near-future build date. One transit van was found and switching to a 2500 truck being built as a 2022 purchase; the 3500 truck will be a 2023 purchase.

Mr. Yessaillian asked how the current vehicles would be used. Mr. Lukis answered that the current van has transmission and tie rod issues, repair totaling approximately \$10,000. He hopes to have a new vehicle before repair is necessary, when the old vehicle will be put to auction. The second current vehicle, a 13-year-old truck, will be inspected.

Update and Potential Action on PFAS Litigation

Mr. Lukis informed that the revised SL Environmental agreement for PFAS litigation has been posted on Base Camp. The Chairman had a discussion with the attorney to reduce the contingency fee to 25%, the same as Attorney Sandman's. Mr. Lukis stated he has familiarity with SL Environmental as they presented at the American Water Works seminar he attended, their being at the forefront of the PFAS multi-district litigation. Not wanting to miss the opportunity to join the case, Mr. Lukis recommends moving forward and signing with SL Environmental.

Mr. Fox expressed appreciation to Mr. Lukis for bringing this litigation to the Commission's attention and offered his positive opinion in joining the PFAS litigation with SL Environmental. Mr. Fox stated he would entertain a motion to approve the Executive Director having authority to sign the SL Environmental engagement letter. Mr. Kara motioned to approve the legal services agreement with SL Environmental Law Group. The motion was seconded by Mr. Yessaillian. With no additional discussion necessary, a roll-call vote was taken. Roll-Call: Messrs. Fox, Lexander, Kara, Merithew, and Yessaillian all voted Aye. Motion passes unanimously.

Update on Discussion with MWRA

Mr. Lukis shared that he had a initial conversation about what would be required to request an MWRA annual allotment increase based on the entrance fee waiver. Water quality issues is criteria to waive the fee and given that the Tow of Westwood is called out in the enabling the act, no further permitting would be required. In 2023, we will move forward with a written request updating the projected ten-year usage and formally request an increase in the annual allotment.

In response to Mr. Yessaillian's inquiry, Mr. Lukis explained the rate table. Mr. Lukis added that the adjusted allotment is not required to be used and that the Board of Directors must sign the request so may present a counter allotment increase. The completed paperwork will be submitted in 2023.

Mr. Lukis reported that the October PFAS results were good, which he posted on-screen for the Commission to view the reductions.

Old/New Business*

Mr. Lexander suggested, with engineering costs of planned projects, the Commission consider hiring an engineer for piping jobs rather than using Weston & Sampson. Mr. Fox responded that he would like to hear staff opinions and hold further discussion, acknowledging the Commission is cost- and service-driven. Mr. Locke commented on the validity of a position being created, citing the harmonics found. Mr. Lukis stated the financial implications would need review to determine if benefits of on-staff vs contracted.

Mr. Fox requested a motion to adjourn the meeting. A motion was made by Mr. Lexander to adjourn the meeting, and Mr. Yessaillian seconded it. A roll-call vote was taken.

Roll-Call: Messrs. Fox, Lexander, Kara, Merithew, and Yessaillian all voted Aye.

Motion passes unanimously.

The meeting was adjourned at 7:04pm.

Respectfully Submitted,
Kathy Travers Reynolds
Recording Secretary