



DEDHAM-WESTWOOD WATER DISTRICT General Business Meeting

Hybrid Meeting

In person attendance: 50 Elm Street, Dedham, MA 02026

Tuesday, September 12, 2023 | 6:30 PM

Announcement of the Audio and/or Video Recording

The Chair, Robert Lexander, called the meeting to order at 6:32p.m. and announced the meeting would be audio- and video-recorded.

Robert Lexander, Chair

Gary Yessaillian, Vice-Chair (remote)

Eric Merithew, Clerk (remote)

Mark Phillips, Member

Blake Lukis, Executive Director

Bob Marsh, Business Manager

Pauline Donoghue, Treasurer

Steve Locke, Operations Manager

Absence

John Healy, Member; Louis Kustwan, Member

Roll-Call Attendance

Messrs. Lexander, Yessaillian, Merithew, Phillips Present.

Mr. Lexander confirmed a quorum present.

Approval of Minutes of August 15, 2023

Mr. Lexander called for a motion to approve the meeting minutes of August 15, 2023. A motion was made by Mr. Phillip to approve the minutes as reviewed for August 15, 2023; the motion was seconded by Mr. Merithew. With no additional discussion necessary, a roll-call vote was taken.

Roll-Call: Messrs. Lexander, Yessaillian, Merithew, and Phillips voted Aye.

Motion passed unanimously.

Next Meeting

Mr. Lukis brought to the Commission's attention that there exists a date conflict for two Commissioners to attend the next-schedule meeting; it was decided the next meeting date will be Tuesday, October 3rd. Mr. Lukis will confirm quorum attendance with the Members and forward meeting material.

Financials and Warrant

Treasurer's Report

Ms. Donoghue presented Warrants 56-62, for August 14th to September 5th activity.

Ms. Donoghue highlighted:

- Unreconciled cash balance at August 30th, decreased from July.
- Reconciled cash balance as of July 31st.

- Monthly summary of reconciled cash and disbursements through December 31, 2023.
- Monthly summary of reconciled cash and disbursements for prior year 2022.

Ms. Donoghue confirmed a District account will be opened at South Shore Bank. Mr. Lukis suggested two Commissioners, one from each Community, be listed as account signers; in addition to Mr. Marsh signing transactions greater than \$25K. After discussion, the decision was to record Messrs. Yessaillian and Marsh as account signatories.

Business Manager Report

Business Operating Reports

Displayed by Mr. Lukis, Mr. Marsh highlighted some profit and loss report line items. With water revenue down for the month and YTD because of the amount of rain, the total revenue is reported as a loss and the expenses over budget, including MWRA purchases. More capital is moving to correct for next year's budget. Discussion was held.

Mr. Marsh informed that the management team-determined forecast is down but holding, a positive side. August and September reporting is down, with expenses holding, resulting in a hold on the total forecast for the year.

Answering Mr. Yessaillian's question, Mr. Lukis confirmed TTHM levels are increased because of stagnancy and elevated TOCs, with additional chlorine doses required to maintain residuals.

Mr. Yessaillian exited the meeting.

Mr. Marsh continued, stating the long-range plan is not affected by the volume off this year, leaving the five- and ten-year plan strategy unaffected. Mr. Lexander questioned if rates could be increased for a one-time water purchase increase. Mr. Lukis answered that the need is not there this year, confirming Mr. Lexander's suggestion would be presented for future decision. Discussion was held.

With Mr. Yessaillian having left the meeting, Mr. Lukis confirmed a meeting quorum was no longer present but that the general business meeting could continue without actions being determined.

Operations Manager Report

Pumping and Operational Report

Mr. Locke reported that pumpage to the first week in September was 4.5 to 4.6 million gallons per day and 4.6 million gallons per day the week of September 3rd. The first week of September increased to close to 5.1 million gallons per day; 1.5 million gallons per day of MWRA water was used in order to reduce THMs, increased from the previous time period's MWRA average daily usage of 1.3-4 million gallons per day.

Water Main & Service Lines

On August 30th & 31st, one-inch line breaks were found in Dedham. On August 17th, a sidewalks contractor damaged a 12"-main valve.

Update on New & Existing Projects

Mr. Locke reported on new and existing projects:

- **Canton Street Water Main Design**
In response to Mr. Yessaillian's request for review, Mr. Locke spoke with Jonathan Rockwell of TEC regarding the Canton Street water main design. Repercussions are possible if Westwood does not choose the route with the \$1M TIP Project. Residents have voiced dissatisfaction with the toll on their front yards. The design will continue, with the water line placed in the road rather than the sidewalk.

Discussion was held regarding project details.

- **Mixers & Vents**
As of August 23rd, all are running and sampling being done. With the reduction not as anticipated but one location having run an extra week showing good reduction, it might be concluded the net effect may take additional time.

Discussion was held regarding the length of time necessary for a reduction. Mr. Lukis informed that resampling will take place this week. Reminding that he had questioned test results and requested retesting, he confirmed quality control is still within range and further detailed the process. Discussion continued. Mr. Locke stated operational changes had been made based on sampling results.

- **USG Project**
The Sandy Valley tank will be cleaned and washed out in November, and existing cathodic protection removed.

Mr. Lexander asked about the reading; Mr. Merithew stated he would review the last report.

- **Brookfield/Beacon/Washington Street Water Main Replacement**
The Washington Street water main has been completed, pressure-tested, and chlorinated; results will be reported. A temporary bypass on Brookfield & Beacon is being lined up; once results show no bacteria, the service will be transferred over with Washington Street. Contractors used have worked well, though one customer incident is being reviewed by RFS and insurance companies.

- **AMI Fixed Network**
The service was installed at Stoughton Road and Fox Hill on August 29th. Picking up 2,100 meter readings is 16% of the total meters, though the propagation study projected 35-36%. Discussion was held.
- **Customer Service Representative**
A Customer Service Representative retired, one is experiencing health issues, another used vacation time, and covid affected one. Two interviews will be held this week, as candidates took other offered positions.
- **Burgess Avenue Booster Station**
Issues were experienced with the motor and pump, now back on after no pumpage for a time. Discussion was held regarding current location conditions and a site study for possible station locations.

Executive Director Report

Contracts Signed by Executive Director

Mr. Lukis reported he signed an amendment to the East Street water main replacement Weston & Sampson project design; this includes 900 feet on Highland Street, with paving. Some project details were discussed.

Mr. Lukis informed that part-time engineer Ashley Dunn began employment at approximately 20 hours a week. She has met with the staff and will tour the treatment plants. She has reviewed the documentation for her first project, media replacement at the White Lodge treatment plant. The project is out to bid; Ms. Dunn will carry this through to construction, to begin within a month. Mr. Lukis will plan to introduce Ms. Dunn to the Commissioners.

Electric Rate Update

Mr. Lukis reminded that Bridge Street and White Lodge facilities' rates were locked-in, their representing 75% of the District's power usage. Mr. Lukis spoke with Freedom Energy Logistics, an electric agent other municipalities utilize. It was suggested other accounts could be bundled for a better rate – The result is \$24K saved over 15 months, locked in through December 2024, with the agent's fee absorbed in the cost. Mr. Lukis will continue monitoring electric rates to determine the best time to lock in rates for the next three year period beginning January 2025.

Mr. Lukis informed that the Department of Labor Services (DLS) inspected the premises after being notified of an employee injury, resulting in DLS finding satisfaction with the District's documentation. Inspecting for OSHA guideline following, a violations list is compiled, with no fees or fines imposed; a deficiency report will be forthcoming. Mr. Lukis confirmed next year's budget will allow for a safety consultant. No major issues were found, but safety precautions were suggested.

Mr. Marsh relayed that trainings are setup, and that positive feedback was received from the DLS representative regarding the District's condition and safety. Mr. Lukis confirmed that the report will be shared with the Board.

Mr. Lukis reported that the exterior building renovations to the 50 Elm Street facility bid opening is Tuesday, and listed the bid points.

Mr. Lukis updated regarding the PFAS litigation suit: 3M and DuPont have settled, resulting in a class-action suit for settlement amounts to water districts based on each individual source's concentration and capacity, a metric table used to determine. With 16 or 17 DWWD wells, a decision whether to take the award must be made by November.

TTHM Update

Mr. Lukis confirmed that the created timeline document will be updated if an October TTHM sampling is taken, and the resulting steps will be documented. The vents and mixers installed to the tanks in July and August delayed the sampling requirements. Sampling now processed with different labs, operational changes are being made; Mr. Lukis detailed these changes. Sampling will take place Thursday and results received Friday; any required operational changes will then be made. Additional sampling will take place next week.

Pilot testing is also being run; if not a significant reduction, the best corrective avenue must be decided. Discussion was held regarding possible measures to be taken.

Mr. Lukis reported that TOCs were sampled at Bridge Street in late-July, 2.22 influent of the pilot test. GHCs were not detected by the pilot study. An exchange filter may reduce or eliminate GHCs. The pilot study will be kept on-course so in-compliance in October.

Mr. Lukis relayed that six locations had low flow of approximately 100 gallons per minute. Assessment will be made to determine if should be run two to five days a week.

Mr. Locke added that auto-flushes increased in frequency and are being monitored. Discussion was held, including pilot testing concluding in four months, DEP communication, and Bridge Street.

Mr. Lukis confirmed the timeline will be updated and further detailed for Friday. Either way, we will begin to prepare for a public notification in the event we are in exceedance in October.

Old/New Business*

Mr. Lexander mentioned and commended the staff for the public outreach regarding the Burgess Ave Pump Station issue that we had last week. Mr. Lukis reports that Communications Coordinator Allyssa Jewell has been doing a fantastic job communicating information we need to get to our customers. He also shared that Allyssa has been assisting with our departments taking paper or verbal processes and making them digital, such as Dig Safe requests, so that we can better track these and respond.

Mr. Lexander requested a motion to adjourn the meeting. A motion was made by Mr. Merithew to adjourn the meeting; this was seconded by Mr. Phillips. A roll-call vote was taken. Roll-Call: Messrs. Lexander, Merithew, and Phillips voted Aye. Motion passed unanimously.

The meeting was adjourned at 7:50p.m.

Respectfully Submitted,
Kathy Travers Reynolds
Recording Secretary