



DEDHAM-WESTWOOD WATER DISTRICT General Business Meeting

Hybrid Meeting

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

Tuesday, October 3, 2023 | 6:30 PM

Announcement of the Audio and/or Video Recording

The Chair, Robert Lexander, called the meeting to order at 6:30p.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 (remote)

Louis Kustwan, Member (remote)

Blake Lukis, Executive Director

Pauline Donoghue, Treasurer (remote)

Steve Locke, Operations Manager

Absence

John Healy, Member; Bob Marsh, Business Manager

Roll-Call Attendance

Messrs. Lexander, Yessaillian, Merithew, Phillips Present.

Mr. Lexander confirmed a quorum present.

Mr. Lexander voiced appreciation for Communications Coordinator Allyssa Jewell and Customer Service Representative Paula Coe, along with Messrs. Lukis and Locke, attending both Dedham Day and Westwood Day. Their hard work included answering questions for the public. Pictures of the events are posted on the District platforms. Mr. Phillips added his thanks.

Approval of Minutes of September 12, 2023

Mr. Lexander called for a motion to approve the meeting minutes of September 12, 2023. A motion was made by Mr. Yessaillian to approve the minutes as reviewed for September 12, 2023; the motion was seconded by Mr. Phillips. With no additional discussion necessary, a roll-call vote was taken.

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

Motion passed unanimously.

Financials and Warrant

Treasurer's Report

Ms. Donoghue presented Warrants 63-67, for September 11-26 activity; confirmed Mr. Yessaillian's question was answered prior to the meeting; and requested all Commissioners approve the warrants.

Operations Manager Report

Mr. Locke reported:

Pumping and Operational Report

- Pumpage Report - Pumpage dropped, as occurs this time of year, to 4.075 million gallons per day this past week. The average daily MWRA usage was 1.319 million gallons.
- Main & Service Lines - On September 20th, a six-inch main was hit by a contractor; and repaired.

Update on New & Existing Projects

- Brookfield/Beacon/Washington Street Water Main Replacement
 - Services were transferred on Washington Street this week;
 - A temporary bypass on Brookfield & Beacon was installed, awaiting bacterial testing results;
 - A water main up Brookfield is being installed.
- Customer Service Representative
 - Though one Customer Service Representative retired, one has been transferred from another department, and additional issues have arisen, 129 meters were installed and 146 backflows were tested, the tests performed by one technician.
- Vehicle Final Bid
 - Mr. Locke mentioned having done well with a Municibid vehicle final bid.

Executive Director Report

In Business Manager Bob Marsh's absence, Mr. Lukis confirmed the August Financial Report has been posted online.

Contracts Signed by Executive Director

No contracts were signed by the Executive Director since the last Commission meeting.

Action on Exterior Renovation at 50 Elm Street

Mr. Lukis reported the 50 Elm Street exterior renovation project was put out to bid and received four bids. The base-bid renovation elements towards a maintenance-free exterior were listed; minimal interior repair will be included.

Mr. Lukis recommends adding the bid Alt #1 for the teller-type window replacement. He suggests the award go to Kneeland Construction Corporation, after Rowse Architects confirmed positive reference reports.

Mr. Yessaillian voiced approval of the project. In response to Mr. Merithew's timeline question, Mr. Lukis stated the project will be completed by December 10th.

Mr. Merithew read the motion:

The Dedham-Westwood Water Commissioners vote to award the exterior renovations at 50 Elm Street project to Kneeland Construction Corporation of Medford, MA for their base bid amount of \$176,500.00 and add alternate number 1 in the amount of \$13,500.00 for a total amount of \$190,000.00. Further that the Executive Director be authorized to execute the contract.

The motion was seconded by Mr. Phillips. With no additional discussion necessary, a roll-call vote was taken.

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

Motion passed unanimously.

Update Department of Labor Standards

Mr. Lukis reiterated that the Department of Labor Standards investigation of the workplace injury resulted in finding no issues with the occurrence. While present, the representative performed a site inspection. On September 12th, the results of the August 24th inspection were received, with an order to correct two minor issues: 1) An unknown substance, which was determined to be antifreeze, in an unmarked container, was labeled and correctly stored (Mr. Marsh confirmed to Mr. Lukis this was a minor infraction); 2) Materials stored in the electric closet where no storage should be utilized were removed.

Based on the Department of Labor Standards' inspection and resulting report, Mr. Lukis inquired with the District's insurance company on acquiring grants towards contracting with a company for a health and safety plan proposal. Mr. Lukis confirmed no additional follow up has been requested from the Department of Labor Standards, and the report has been provided to the Commissioners. Members voiced their support of the proactive approach to engaging a health and safety consultant. Mr. Lukis stated all facilities would be included.

TTHM Update

Mr. Lukis informed that, last Monday, every location had positive TTHM results after implemented operational changes. On October 5th, compliance samples will be taken, with results expected within two weeks. Mr. Phillips asked if the changes were related to switching the analytical company. Mr. Lukis stated Alpha Analytical is currently used, rather than the company that outsourced testing; he could not confirm a direct reading difference correlation. After compliance sampling, MWRA usage will be reduced for transitioning to the 'normal' operating regime. Monthly samples will be taken for sending to each lab for testing.

Discussion was held, including regarding TTHM ranges, sampling history, Stoughton Road, flushing, operational/systematic changes, and a regular sampling schedule.

Mr. Phillips asked about the chlorine feed equipment; Mr. Locke answered that it was replaced because of leaks. Mr. Merithew asked about the chlorine feeding process; Mr. Locke confirmed followup will be made. Mr. Lexander stated chlorine is monitored by operators testing. Mr. Merithew asked about the regulating and calibrating of the system; Mr. Lexander answered that it is performed twice a year, and Mr. Lukis added that that will be confirmed.

Mr. Merithew asked if the Bridge Street plant pilot testing will continue; Mr. Lukis explained the daily reading going from 1.2 to 900-1 million gallons, not interrupting the pilot study. Mr. Locke added process input. Mr. Merithew voiced his appreciation of the efforts. Mr. Lukis confirmed compliance results would be provided.

Capital & Operating Budget Subcommittees

Mr. Lukis notified that internal information has been gathered, though late in forming subcommittees.

Mr. Louis Kustwan joined the meeting.

Mr. Lukis informed that, historically, the format of the subcommittees have been:

- Operating Subcommittee – Chair, Vice-Chair, Clerk – Tenured Commissioners
 - Messrs. Lexander, Yessaillian, and Merithew
- Capital Budget Subcommittee – Remaining Commissioners
 - Messrs. Phillips, Healy, and Kustwan

Placements were discussed; Mr. Lukis will finalize for remote one-hour meetings to begin the week of October 16th. The long-range forecast will be shared at the next meeting. An alternate rate structure review is suggested, forming a rate subcommittee; Mr. Lukis listed some ideas for possible voting consideration.

Mr. Phillips asked when the SRF funding application is submitted; Mr. Lukis answered that submission takes place in August for results in December and finalization in February/March, at zero percent interest with possible grant portions.

Next Meeting

As Mr. Lukis is a presenter at the townwide Dedham Summit on October 17th, he requested the next Commission meeting date be changed; it was decided the next hybrid meeting will be held Monday, October 23rd. Mr. Lukis further detailed that every Dedham board and commission provides ten minutes of updates at the Summit. Mr. Kustwan mentioned the Commission booths at the Westwood and Dedham Days, and Mr. Lukis confirmed the day went well and included a raffle for rain barrels. Attendance at both the Westwood and Dedham farmers' markets is planned.

Old/New Business*

Water Service Line Inventory

Mr. Lukis stated postcards to residents were sent last week to take inventory of service line material, unless the information is currently on record. Ms. Jewell and team have prepared this information, which Mr. Lukis shared onscreen and described, showing approximately 375 responses received.

PFAS Litigation Update

Mr. Lukis reported that S&L Environmental Law Group will hopefully present the potential District PFAS litigation settlement at a Commission meeting, for decision in November.

Mr. Merithew said that a Dedham resident asked him about the final water reading policy changes. Mr. Lukis explained the two changes as financial and an online form request, with the sewer department final read due the same day. Mr. Merithew will forward Mr. Lukis the email he received for him to outline the changes and their reasons, and follow-up with the resident.

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

The meeting was adjourned at 7:27p.m.

Respectfully Submitted,
Kathy Travers Reynolds
Recording Secretary