

Attendees

Water and Sewerage Board Members

- Clair Meehan
- Christian Carpenter
- Bill Harvey
- Dave Pucci - Associate Member

Town

- Frank Gervasio – Town
- Maurice Goulet – Town

Water & Sewerage Board Meeting

Agenda

1. Approval of outstanding meeting minutes: 03 May, 09 June
2. Review of open actions
3. Discussion and vote on approval of sewerage budget use of budget emergency funds
4. Discussion on Elm Street sewerage line extension study by Environmental Partners
5. Discussion on Woodard & Curran sewerage study and recommendations
6. Preparation for public hearing on rates
7. Liaison updates
8. Other new business

New Action Items during This Meeting

#	Item	Responsible	Due
1.	Send Environmental Partners Elm Street sewerage line extension report to Conservation Commission and Board of Health	C. Meehan/D. Pucci	August 2023
2.	Follow up on betterment and special assessment process	F. Gervasio	August 2023
3.	Follow up on ARPA funding availability for Harding Street infiltration and inflow infrastructure improvement project	F. Gervasio	August 2023
4.	Follow up on on presentation materials for rate setting public hearing	B. Harvey/F. Gervasio	August 2023

Holdover Action Items

#	Item	Responsible	Due
1.	Provide additional analysis on water and sewer connection fees of neighboring towns	M. Goulet	August 2023

The Board Meeting was called to order at 10:00am.

1. Approval of outstanding meeting minutes: 03 May, 09 June

F. Gervasio is to follow up on the status of the 03 May meeting minutes, which Board members had previously offered edits to.

B. Harvey and C. Meehan offered edits to the 09 June minutes. On a motion made by C. Meehan and seconded by C. Carpenter, the minutes were unanimously approved as amended.

B. Harvey asked for comments on the Board’s 07 April draft meetings minutes, of which there were none. B. Harvey then asked for comments on the 28 April meeting minutes as amended and recirculated to the Board. C. Carpenter noted that item 4 on page 2 needed clarification that the state “has” previously regulated PFAS. C. Carpenter also requested that a new sentence stating “The U.S. EPA has proposed additional PFAS regulations.” be included into the section. B. Harvey and C. Carpenter agreed the minutes for the 03 May meeting needed additional edits before a vote would be taken on them.

C. Carpenter motioned to approve the meeting minutes for 07 April and 28 April, as further amended. B. Harvey seconds.

Vote: Aye unanimous.
Motion passes.

2. Holdover Actions Update

B. Harvey reviewed the status of holdover actions noted from prior meetings:

- Post meeting minutes to town website - completed, per F. Gervasio
- Contact Tom Erb of Permanent Planning and Building Committee regarding next steps on DCO#5 - B. Harvey emailed Tom a message asking if the ongoing dispute and potential claim could result in the delay of the close out of the water filtration plant project
- Provide additional analysis on water and sewer connection fees of neighboring towns - M. Goulet to provide an update at the Board’s August meeting
- Post PFAS information to the town website - completed, per F. Gervasio

3. Discussion and vote on approval of sewerage budget use of budget emergency funds

M. Goulet explained that this request related to the Fiscal Year 2023 budget’s emergency reserve, and that it was still possible to encumber funds from that fiscal year even though Fiscal Year 2024 has begun. M. Goulet noted that for the sewer department budget, higher than anticipated utility and sludge disposal costs had caused the need for a transfer from the emergency reserve fund. Utility costs had also caused the need for a transfer for the water department budget as well. The exact amount of bills to be paid was still to be determined, as bills for usage will be received by the Town later in July, so the request has been made for the departments to utilize the \$50,000 reserve allotted to each department.

C. Meehan motioned to authorize the use of up to \$50,000 emergency operating line items for both the water and sewer departments, and C. Carpenter seconded. The Board approved the motion unanimously.

4. Discussion on Elm Street sewerage line extension study by Environmental Partners

B. Harvey reminded the Board that there is a Medfield resident who has requested to connect their plot of land to the Town's sewer lines on Elm Street, and noted there was a sizeable distance between the existing service area and where the property would like to tie in. The Board had previously authorized a study of the expansion by Environmental Partners that would examine implications of the project including cost.

C. Carpenter noted that Town Meeting approval would be needed to move forward with the project, and that the costs included in the report seemed out of balance with the amount of users who would actually or theoretically benefit from such an extension.

C. Meehan noted that the Conservation Commission had denied permission for this project previously, but that the Board of Water and Sewerage was asked to review prior to requesting an additional hearing by the Conservation Commission. C. Meehan planned to send the Environmental Partners report and a recording of the Board's meeting to the Conservation Commission, which D. Pucci would forward to the Board of Health.

B. Harvey noted there were additional questions regarding how a betterment would fund such a project and what the Town's policy and/or process would be for assessing one. In this instance, the amount of revenue the sewer enterprise would realize would be outweighed by the cost of the project. In addition, there is a probability the cost of the project would be more than the asset that would be liened

F. Gervasio stated that the Town's Principal Assessor was out of the office this week, but that she was able to send some guidance on state statutes regulating betterments and special assessments. F. Gervasio agreed to followed up on this matter with the Town Assessor and Town Counsel.

5. Discussion on Woodard & Curran sewerage study and recommendations

B. Harvey discussed a meeting with M. Goulet and and Woodward and Curran regarding their study regarding infiltration and inflow improvements in the Harding Street area. B. Harvey noted that while the Board would not be able to issue debt for the \$932,000+ project cost to implement recommended infrastructure improvements nor afford to fund it with retained earnings, the study by Woodward and Curran confirmed that a low-interest loan could be sought through the Commonwealth's clean water project State Revolving Fund.

C. Carpenter stated that the Board should move forward with the project as it was identified as an actual way to improve infiltration and inflow issues. C. Meehan agreed with this sentiment, as did B. Harvey. C. Carpenter also noted that following the project's completion, progress and

effectiveness of the improvements could be measured.

C. Carpenter asked if the design work that Woodard and Curran had completed was already funded. M. Goulet confirmed that this was already funded and that preparing an application for a State Revolving Fund loan would not cost any additional money. The Board discussed the possibility of utilizing ARPA funds for this project as well, and F. Gervasio was to follow up on funding availability.

C. Carpenter motioned to request Woodard and Curran to compile information necessary to move forward with an application for a loan from the State Revolving Fund, and C. Meehan seconded. The Board approved the motion unanimously.

6. Preparation for public hearing on rates

B. Harvey reviewed materials typically prepared for presentation at the annual rate setting public hearing balances for both funds. C. Meehan noted that it may be helpful to show that rates may not be going up as much as anticipated in prior rate models, which B. Harvey agreed with. C. Carpenter said the Board should focus on communicating the terms and concepts covered in the rate setting hearing in a way that everyone can understand, not just those involved in the technical aspects of the funds' management. B. Harvey said he would follow up with F. Gervasio on presentation materials and visuals that would be included in slides to be discussed.

7. Liaison updates

No updates were provided.

8. Other new business

The Board agreed to hold its next meeting at 8:00 am on August 31st, 2023.

C. Carpenter, motioned to adjourn the meeting, C. Meehan seconded. The Board voted to adjourn unanimously.

The meeting adjourned at 5:24pm.