

Attendees

Water and Sewerage Board Members

Christian Carpenter
 Bill Harvey
 Clair Meehan
 Dave Pucci

Others

Maurice Goulet – DPW
 Nicholas Milano – Town
 Eric Kelley – Environmental Partners

Agenda

1. Approval of outstanding meeting minutes: 07 January, 2022
2. Review of status of Board Holdover Actions List from 07 January minutes
3. Board review of draft capital projects for water and sewerage for FY2023–2026
4. Board review of draft operating budget for FY 2023
5. Update by DPW Director
 - a. Filtration project construction
 - b. Update on progress PFAS treatment feasibility study
 - c. Other misc. items
6. Review of YTD water pumping and YTD water and sewerage expenses
7. Chairman to review billing adjustment sheets

New Action Items during This Meeting

#	Item	Responsible	Due
1.	Provide updated list of capital projects	M. Goulet	2/25/22
2.	Request proposals from Environmental Partners and Woodard & Curran to conduct their respective assessments in FY 2023 and develop the joint master plan report in FY 2024.	M. Goulet	Mar. 2022
3.	Review adjustment sheets	B. Harvey	Mar. 2022
4.	Circulate letter from Aquarion	M. Goulet	Feb. 2022

Holdover Action Items

#	Item	Responsible	Due
1.	Provide template for Board task overview	K. Trierweiler/N. Milano	March 2022

Meeting was called to order at 8:32 am.

1. Approval of outstanding meeting minutes:
07 January 2022 meeting minutes

B. Harvey outlined edits to the January minutes:

- Page 1: Update date in header to 07 January.
- Page 2: “this meeting was being held remotely per the Medfield Selectmen.
- Page 4: “Last year, the Board also committed to an Information Technology Security Review.”

C. Carpenter made a motion to accept minutes as amended. C. Meehan seconded the motion.

Vote: Aye unanimous

Motion passes

2. Holdover Actions

The Board reviewed the holdover Action from 07 January meeting:

a. Provide an update on filtration project construction

This topic will be discussed today.

b. Provide an update on PFAS treatment feasibility study

This topic will be discussed today.

c. Create a Board Operating Model

This topic will be discussed at the March meeting.

d. Further discuss draft capital projects for water and sewerage for FY2023–2026

This topic will be discussed today.

e. Review of draft operating budget for FY 2023

This topic will be discussed today.

f. Circulate recent Annual Summary Reports

B. Harvey circulated these items on February 15.

g. Provide template for Board task overview

N. Milano will check with K. Trierweiler on this template, which is used by the Selectmen.

h. Update the Board task list

This item will be discussed further once the template is received by the Board.

i. Develop and present a more detailed budget and timeline for its Infiltration/Inflow (I/I) contract

These items are expected to be provided by Woodard & Curran this week.

j. Review billing October-November adjustment sheets

This item has been completed.

3. Board review of draft capital projects for water and sewerage for FY2023–2026

Prior to this meeting, B. Harvey, N. Milano, and M. Goulet met to review the list of capital projects, including costs and estimated timing of those projects. Some updates to the timing of projects have been made based on changing priorities. B. Harvey suggested that we commit to the Water Main Feasibility Study to better estimate the cost of each project, prioritize projects, and determine whether funding should be sought via the debt market or whether ARPA funds

could be used. This study will also allow DPW to better harmonize the timing of water main projects with paving projects. As a result, in the operating model, water main work will be categorized separately. For FY 2023, the items in the Warrant will be the water main replacement study, one truck, the water main replacement design engineering (WAT 1, 2, 4). The water main feasibility study will inform the budget beyond FY 2023. The group agreed that for this year's Warrant, the allocation for the design engineering will be considered phase I, with the expectation that that project may require additional funding in FY 2024. For sewer, one key capital cost will be the I/I project. Woodard & Curran are expected to provide their estimate this week. DPW is also waiting for proposals related to the SCADA improvements.

M. Goulet will provide an updated list of projects and share it with the Board by the week of February 21. The Board will meet again in a few weeks to further discuss FY 2024–2026 and the rate model.

4. Board review of draft operating budget for FY 2023

DPW is proposing budget increases of 0.9% and 1.5% for water and sewer, respectively. For water, key items include salary increases; gasoline; dues and memberships; trainings, licenses, and education; police details for roadwork; and contract services. For sewer, key items are salary increases; training and education; contract services; sewer and sludge disposal; and chemicals.

The group discussed the annual allocation of \$50,000 for I/I maintenance and decided that with the I/I project to be undertaken, it would be appropriate to reduce the maintenance budget to \$25,000. The group also discussed the budget for water and sewer emergency, noting that in the future the amount might need to be increased as Medfield's infrastructure grows.

Finally, the group discussed the possible need for consulting support for the next Water and Sewer Master Plan. Most of the items in the current plan have been accomplished, so it is timely to reassess future needs. There was agreement that we could task each of the water and sewer consultants, (Environmental Partners and Woodard & Curran) with assessing future needs and then the two groups write a consolidated master plan report. E. Kelley (Environmental Partners) commented that this type of approach is common. He added that from the water side, future considerations might reflect regulatory changes (e.g., PFAS, lead, copper) and other emerging contaminants. M. Goulet will request proposals from Environmental Partners and Woodard & Curran to conduct their respective assessments in FY 2023 and develop the joint master plan report in FY 2024. These items will be added to the budget.

5. Update by DPW Director

Filtration project construction

Even with the recent snow storms, the project is on track. It is expected that the skeleton of the building will be complete by the end of March and roof installation might begin. The filtration system is scheduled to arrive mid-spring. By the end of the calendar year, we should be fine tuning and commissioning the system. Initial testing of Well 3R shows good water quality, and we are waiting for Massachusetts Department of Environmental Protection (DEP) approval.

There were no comments on pay requisition #3, and requisition #4 is expected soon (approximately \$530,000 for January).

Update on progress PFAS treatment feasibility study

The PFAS report is being completed. Well 6 has no regulatory driver for PFAS, and the lease land is the biggest constraint should future building be needed. Wells 1 and 2 are more constrained by site. Both have been considered for building a treatment structure. The pumps at Wells 1 and 2 are likely sufficient for additional pumping, but this will be verified. Both GAC treatment and ion exchange systems are being considered, with different costs. Construction costs are estimated at \$1.5–\$2 million. Environmental Partners expects to complete the draft report in March; the report will include alternatives and cost estimates.

Measured PFAS at Medfield wells have been consistent. If there are continued non-detects at the new Wells 3 and 4, DPW may be able to appeal to Massachusetts DEP to reduce monitoring frequency from monthly to quarterly.

The next contaminant monitoring rule will include additional PFAS compounds. US Environmental Protection Agency is expected to develop maximum contaminant levels (MCLs) for two PFAS compounds. Massachusetts DEP will revisit its PFAS limits in 2023.

6. Review of YTD water pumping and YTD water and sewerage expenses

There has been consistent pumping. Year-to-date spending for both water and sewer are on track as we are 6.5 months into the year. B. Harvey noted that for water the contract expenses are high, and M. Goulet commented that he is adding to the budget for that next year. On the sewer side, there are no concerns.

7. Chairman to Review Billing Adjustment Sheets

B. Harvey will meet with Tracey to review the most recent adjustment sheets.

8. Other—Request by Aquarion Water Company

Aquarion Water (Dover) is seeking a connection between Medfield and Dover for 10–12 years. M. Goulet will share a letter from Aquarion with the Board, and this request will be discussed at the next meeting. Discussion will include topics such as legal obligations and irrigation enforcement.

C. Carpenter made a motion to adjourn the meeting.

C. Meehan second motion.

Vote: Aye unanimous

Motion passes

Meeting adjourned at 10:19 am.