

Attendance Roster

Board Members		
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Bill Harvey	Christian Carpenter	Randy Karg (absent)
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Others		
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Maurice Goulet	Nick Milano Chris McCue Potts	Tracey Klenk John Harney
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Environmental Partners Group:	Eric Kelley Paul Millett Renee Lanza Scott Salvucci
Woodard & Curran:	Bob Amaral Kevin Mesick Gary Alders

Agenda

- Call to order
- Approval of outstanding meeting minutes
- Review of status of Board Holdover Actions List
- Filtration Project
 - Procurement phase: OPM and GC and SCADA scope as per meeting with Board of Selectman
 - Discussion of SCADA gaps/overlap between GC and SCADA scopes
 - Review of scope of OPM services for construction phase
- Master plan for SCADA for water and sewerage
- Update from DPW Director
 - PFAS testing
 - Drought Task Force Update
- Review of indicative FY 2022 rates water and sewerage
- Adjourn

New Action Items

#	Item	Responsible	Due
1.	Review the April 6 meeting minutes – specifically the paragraph that speaks to the rate setting tool	Bill & Christian	5/3/21
2.	Memo to BOS regarding moving to Tier 2 water restriction	M. Goulet	4/14/21
3.	Change Water Restriction Signs	M. Goulet	4/21/21

Holdover Action Items

#	Item	Responsible	Due
1.	Create a proposal to accelerate installation of water meter MXUs.	M. Goulet	Next Mtg.

Summary Notes

Meeting began: 2:00 pm

Meeting concluded: 3:32

B. Harvey opened the meeting by making the following statement for remote meetings.

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Board of Water and Sewerage is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. A reminder that persons who would like to listen to or view this meeting while in progress may do so by following the instructions on the agenda and meeting notice. This meeting is being recorded.

Approval of Outstanding Minutes -

April 6, 2021 meeting minutes tabled. B. Harvey and C. Carpenter have an action item of marking up the paragraph regarding the rate setting tool to read more accurately.

Review of Status of Board Holdover Action List –

Obtain background briefing on current rate setting tool from W. Peligian:
(tabled).

Create a proposal to accelerate installation of water meter MXUs:

M. Goulet explained that he reached out to 3 different companies but has only received 1 verbal response back. The company that responded verbally said they would be able to change out all the MXUs by the spring of 2022 (dependent on the scheduled appointments obtained).

Prepare a detailed summary of the SCADA replacement project for the next meeting:
Complete. Woodard & Curran shared a presentation.

Update from DPW Director –

PFAS testing: M. Goulet explained that we are awaiting the April sample bottles to arrive. He stated that we originally spoke with Con-Test, but with no response, so it was decided to go with Analytical Balance and they would send the samples to the PFAS testing site. B. Harvey asked why we don't go directly to the PFAS Lab

(GEL). M. Goulet explained that DEP was providing free testing to many communities through this lab and that it was not feasible to utilize their services at this time.

Drought Task Force Update: M. Goulet explained that the State's Drought Management Task Force declared the Southeast Region a Level 2 – Significant Drought and is recommending that towns within the region implement water conservation efforts. M. Goulet recommended an Odd/Even (Tier 2) water restriction. After further discussion, including remarks from E. Kelly of EPG, a motion was made to put Tier 2 water restrictions in place.

Motion: C. Carpenter Second: B. Harvey Unanimous Roll approval

M. Goulet will draft a memo to the BOS regarding moving to a Tier 2 restriction.

Filtration Project –

Procurement phase: OPM and GC and SCADA scope as per meeting with Board of Selectman:

B. Harvey summarized discussions of the Board of Selectmen meeting regarding the water filtration project. There would be contractors involved in multiple facets of the project. The BOS concluded that it appeared to be of minimal risk of any apparent conflict. B. Harvey further explained that he had dialogue with the BOS after the meeting and they were very appreciative to the time that everybody put into it.

Discussion of SCADA gaps/overlap between GC and SCADA scopes:

B. Harvey spoke to the fact that there appears to be some scope overlap between the EPG and Woodard and Curran proposals. The two firms need to make sure there is a clear distinction of the scope for the project.

Review of scope of OPM services for construction phase:

B. Harvey elaborated on the need for distinction between the scope for construction phase and the scope for the SCADA section of the project with Woodard and Curran.

Master Plan for SCADA for Water and Sewer –

Bob Amaral from Woodard & Curran presented the plan for the SCADA system that was developed after an assessment was conducted in 2018. Woodward & Curran sat down with the DPW team on both the water and wastewater side(s) and came up with a list of priorities. The presentation went on to explain the priorities and the improvements that were necessary. They discussed priorities and came up with a list to put those priorities into a 1 through 4 rating. C. Carpenter asked if coordination of some kind with the Town's overall strategy around cyber security to make sure that we're using systems that are generally compatible. M. Goulet explained that he has been in contact with the Town's IT head and is just waiting for a meeting date, in which Woodard & Curran will attend. C. Carpenter asked if we completed the steps that are outlined in this presentation, are we in a good place for the next 10 years or is this just step one of a five step process before we actually get to a point where we should feel pretty comfortable with. B. Amaral explained that this is phase one of two and believes what we are addressing right now, is the main sites that require the most attention. Phase two is the remaining sites that still need some work.

Review of indicative FY 2022 rates water and sewerage –

Agenda item was tabled.

Next meetings –

May 3, 2021 at 3:00 pm

Motion to adjourn meeting Motion: B. Harvey Second: C. Carpenter Unanimous roll call