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WATER DEPARTMENT
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Water Commission Minutes
Tuesday, August 6, 2018

Approved: 8/21/18

Chairman Karl Huber called the meeting to order at 6:00 pm

Members present: John O'Brien

Members absent: Scott Wilkins

Meeting held: At the Dunstable Town Hall, 511 Main Street, lower level

In attendance: James Cray, Wright Pierce; Leah Basbanes, Board of Selectmen

Reviewed & Signed:

- Monthly bills
- Monthly payroll

Pepperell Inter-Municipal Agreement, Concerns & Upgrades

Mr. Huber noted that Mr. Jordan is on vacation this week, but another wrinkle has arisen that needs to be addressed. The short term fixes still need to be done. Some of those fixes are looking to be in the range of \$60,000 to \$80,000 and it is uncertain where the department will find the funds. Further compounding the issue, Pepperell just had an operator depart, so that could be an issue. So where things stand has become unclear again. Mr. Huber would like to address things, but the numbers are not inconsiderable. Mr. Cray had done some light work on the topic and offered to resend that. Mr. Huber felt that if the issues can be determined and a plan put in place to schedule the repairs spanned out over a reasonable period of time such a solution could address Pepperell's concerns within Dunstable's means. Ms. Basbanes clarified on whether Pepperell is unwilling or not to sign off on the agreement at this stage. Mr. Huber explained that it could boil down to that if an agreeable solution cannot be found. Mr. Cray noted that on their scope of things the work being done at the pump station, the only need they saw was a need for a new sample line, new piping, and maybe a new chemical feed for KOH. Now that Pepperell is involved, what they want is beyond what Wright Pierce had understood as being necessary. Ms. Basbanes noted that it seems that some of what Pepperell is looking for should, if it isn't already, be part of the infrastructure project. Mr. Huber agreed and explained that following some of Pepperell's recommendations would likely make things work better. It was noted that the chemical element of this is part of the Administrative Consent Order with Penalty (ACOP). Pepperell's concerns are beyond those of DEP in the ACOP. That isn't a bad thing; it's just something of note. Mr. Cray returned to the things that have arisen as part of this transition that are part of Pepperell's concerns. Mr. Huber felt that the ACOP should probably, as part of any amendment, be made broader. This prompted discussion of both short term and long term projects and how they are sliced and diced. Mr. Cray then went over a few fine points of all that has been proposed. This prompted Mr. Huber and Mr. O'Brien to ask if what has been proposed can be parsed to find the common parts and determine the best course forward that satisfies all parties. Mr. Cray was willing to look at some of the proposals and determine if Wright Pierce has some of those topics covered or not as part of its work.

USDA vs. Massachusetts's SRF

Mr. Cray spoke about the differences between USDA vs. Massachusetts's SRF program. The deadline for SRF is coming up fast, being August 24th, 2018. The first step for that would be to send

in the project application, which would include a cost estimate and a schedule for the project. The number has to be realistic, but doesn't have to be static. So contingencies can be built in. Right now Wright Pierces contract only goes through design, not construction services. So if they are to be involved in construction services then a cost update will be required for the agreement. He then noted that by December with SRF a preliminary list comes out and then in January the final one comes out. Mr. O'Brien had some questions about what would happen if the town didn't get its application approved. Ms. Basbanes noted that given the consent order, DEP has told her that the town would be well placed for SRF. Mr. Cray agreed noting that nearly every town that applies gets something. He then elaborated on how the ranking is done by the Commonwealth for SRF and spoke about how the review process would work and what would happen once that final list came out in January and how all of that would work with a town meeting vote. Assuming everything complies, and the plans are approved by June, things should be good with DEP. Mr. O'Brien had a few follow up questions about the dollar amount. Mr. Cray stated that the numbers would be based on the cost benefits. Just construction, that estimate would be north of \$2 million. With engineering and cost updates it will likely be a bit higher. The further into the design the more accurate the cost estimates. There was then a question about whether SRF truly is the best route. Mr. Huber responded that it appears to be the best way forward. DEP prefers it, Pepperell has experience with it, and it makes sense for the town too. Mr. Cray then promised to send in the cost estimates they use. He noted that the application is all electronic so it shouldn't be too difficult. Mr. Cray then went over a few of the steps with DEP in regards to SRF. He felt confident that the numbers will be ready for Annual Town Meeting. Mr. O'Brien had a question about whether DEP would in fact be willing to amend the Administrative Consent Order with Penalty (ACOP). Ms. Basbanes noted that she's spoken with DEP and they have expressed willingness to do so assuming the town continues to demonstrate all best efforts to fix the system. Mr. Cray then asked for a few items that would help with SRF. Mr. Huber outlined where most of those items could be found and agreed to assist where necessary.

A motion was made by Mr. Huber to go with SRF funding. The motion was seconded by Mr. O'Brien. The motion carried by majority vote.

Infrastructure Update, ACOP & White Water

Mr. Huber started off by briefly outlining some of the issues that are in front of the Commission and the action items that need to be taken care of. He's spoken with the chair of the Board of Selectmen, not having bid numbers and shovel ready data, the Board of Selectmen were not confident in having a fall Special Town Meeting. Given the present situation the department is in, with a lot of things coming up, it made sense to postpone until the Annual Town Meeting. DEP was notified, and having already agreed that the Administrative Consent Order with Penalty (ACOP) would need to be amended anyway, and seeing the work the town is putting into this, was comfortable with this postponement. As long as they continue to see the town moving forward with all of the right parts, it makes sense. In the meantime, Wright Pierce will continue to work towards having the engineering done. There will be some short term upgrades that are being proposed due to Pepperell's concerns. These come at a cost, thankfully some of them can be rolled into the larger project. There was then a question of USDA financing vs. SRF financing. Mr. Huber was concerned about whether the town had gone too far down the road on one over the other. Wright Pierce was of the opinion that things were not too far. Mr. Cray then spoke about where things stand, and noted that some cost updates will need to be done. He then spoke about how the application for SRF funding would be done if that is pursued. He also spoke about the different parts of the project from the tanks to the access road. There was a question about the well pumps. Mr. Huber felt confident that there is a binder kept on site at one of the wells containing information on the wells and much of the data from the last work done that could be of use to Wright Pierce.

Mr. Huber then noted a few areas that need to be tracked and followed up on to ensure that all required matters are addressed. Mr. Cray noted that some assumptions will need to be made in the absence of any feedback. Mr. Huber then turned discussion to the need for Wright Pierce to meet with the Roads Commission. There are outstanding questions that need to be answered by Roads

as part of moving this matter forward. Mr. Cray then spoke about water mains and some of the final design details that remain action items going forward. There is nothing critical currently being held up by the need to speak with Roads as of yet. Mr. Huber then had some questions about what is outstanding. Mr. Cray went over some of the items including a few areas that they're still determining how to design around. There was also some discussion regarding pipe sizes. They have a distribution map that generally shows the sizes of the lines, but that doesn't cover every pipe. Mr. Huber then went over a variety of things that will need to be looked at to ensure that the ACOP is followed once it's amended and ensure compliance going forward. Mr. Cray then spoke about the storage tanks again asking about preferences and requirements that the Commission might have. Mr. Huber had some thoughts about the topography and elevation and how that might impact things on the site that is proposed. The plan is to locate it on the Simmons Property. Mr. Cray responded with details about how it would be located so as not to obstruct any future public safety building that would be constructed on that site. There would be a temporary access road, but not a permanent one. Permanent access would likely be secured through the MUD which abuts it and already has an access road of its own that runs past the Post Office. There is no instrumentation that would be located at the tank site so no electrical service would be extended out there. Mr. Huber then spoke about some of the particulars of the tank and some seasonal changes that might affect things.

Mr. Cray responded about ways to improve the water quality by mixing of the water that enters the tanks which prevents stratification and stagnation. There was a question about the altitude valve. Mr. Cray responded that towns usually use them and they can have benefits. In this case it isn't necessary so it is an option. There was some discussion about control over pressure and ensuring the tanks don't become overfilled. Mr. Cray explained how the system would be maintained and the use of an overflow pipe. This type of tank will be a pedestal style. Mr. Huber noted it is slender and unobtrusive which will make it aesthetically pleasing. Mr. O'Brien noted it is as aesthetically pleasing as such infrastructure can be. Mr. Cray spoke about how the tanks would be secured. The only ladder attached is on the inside and would be accessed by a locked door. That said Wright Pierce advocates putting up a fence around it anyway since DEP prefers that. Ms. Basbanes then asked about whether the temporary access road could just be put through from the MUD rather than cutting a new one through the Simmons property. Mr. Cray explained that the topography of that area would make it difficult. Further the water main on Pleasant Street is more conducive to where the proposed temporary access road would go. So it made the most sense for the Wright Pierce. Mr. O'Brien asked Mr. Cray out of the two water mixing systems, what would be preferred. Mr. Cray advocated for the passive mixing system. Mr. Huber then expressed some general worries about ensuring that the property is moving in the right direction given all the planning going into this. Ms. Basbanes spoke briefly about where things stand with the Simmons Property. That process hasn't been finished as of yet as there are still some outstanding issues prior to the deeds being passed. In the meantime, Mr. Huber was able to give Ms. Basbanes some materials as to the project so far for the Board's next meeting. Discussion finished with the note that White Water has some responses that will need to be used as part of this.

Borden & Remington KOH Delivery Issue

Mr. Huber elaborated on what occurred. The decision to turn away this delivery was due to concerns about the hoses involved and the delivery. White Water is working on that topic.

Clerical Coverage

Susan Bresnick will start as the clerical support for Water and Assessing starting in September. Mr. Voelker will continue to take minutes and provide some clerical support to the Commission.

FY19 Budget

The Commission determined discussion will need to be had with Lorraine Leonard, the Town Accountant, about the budget and getting it setup. The Commission is still a bit in the blind as a result. Mr. Huber determined he would attempt to meet with the Town Accountant.

Authorization of Accounts Payable & Payroll

Mr. Huber reported on the bills he's signed. This included signing the usual National Grid bills, water operator bills and the FM Generator bill.

Minutes

The Commission considered its minutes from July 17th, 2018. Seeing no necessary changes or modifications, the Commission proceeded with adopting them.

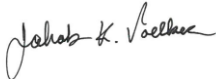
A motion was made by Mr. Huber to adopt the minutes of July 17th, 2018. The motion was seconded by Mr. O'Brien and passed by majority vote.

Additional Topics Discussed Not Noted on the Agenda

No additional topics not anticipated at least 48 hours in advance, and therefore not listed on the agenda, were discussed.

A motion to adjourn at 7:12 pm was made by Mr. O'Brien and seconded by Mr. Huber. The motion passed by majority vote.

Respectfully submitted by



Jakob K. Voelker
Administrative Assistant
Dunstable Water Department