



TOWN OF LINCOLN

WATER DEPARTMENT

MIDDLESEX COUNTY MASSACHUSETTS

TOWN OF LINCOLN
WATER DEPARTMENT
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Board of Water Commissioners Meeting Minutes

Tuesday, January 17, 2023, 8:00 a.m.

Virtual Meeting Pursuant to Governor Baker's March 12, 2020, Order,
as Extended on June 15, 2021, with the Governor's signing of Senate Bill #2475,
Suspending Certain Provisions of the Open Meeting Law

Remote Participation Protocols: 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 limitation on the number of people that may gather in one place, as further extended on June 15, 2021 by the Governor's signing of Senate Bill #2475, this meeting of the Lincoln Board of Water Commissioners will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the www.lincolntown.org. For this meeting, members of the public who wish to listen or watch the meeting may do so in the following manner:

Topic: Board of Water Commissioners Zoom Meeting

Time: January 17, 2023 08:00 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/9697074605?pwd=U3ZvcnJlbVFDbTFjNEVRWm0yejJQZz09>

Meeting ID: 969 707 4605

Passcode: 8VEVyA

One tap mobile

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+13092053325,,9697074605#,,, *246334# US

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 969 707 4605

Passcode: 246334

Find your local number: <https://zoom.us/u/acMtlZQ0wP>

Join Zoom Meeting

<https://zoom.us/j/9697074605?pwd=U3ZvcnJlbVFDbTFjNEVRWm0yejJQZz09>

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 in real time, via technological means. If we are unable to do so, despite best efforts, we will post on the Town's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

Attendees:

MB: Michelle Barnes, Chair
SG: Steve Gladstone, Commissioner
MMB: Matthew Bio, Interim Commissioner
DL: Darin LaFalam, Water Superintendent
JH: Jim Hutchinson, Liaison Board of Select
GH: Gina Halsted, Finance Committee Liaison
ET: Edwin Tam, Minutes Taker
CS: Cindy Sheriff

MB called the meeting to order at 08:03 am.

1. Welcome Interim Water Commissioner

MB and the Water Commission Board welcome Matthew Bio as the interim Commissioner.

2. Past minutes

September 27th, 2022; October 4th, 2022; October 18th, 2022; January 5th, 2023 (joint meeting with Select Board to appoint interim Water Commissioner).

Motion (SG): motioned to approve 9/27/2022, 10/04/2022, 10.18/2022, and 01/05/2023 meeting minutes subject to a few minor edits from SG.

Second: MB

Vote: Barnes - aye, Gladstone- aye, Bio- Abstain

Motion passed.

3. Commissioner vacancies: Three vacancies: One for one year, one for two years, and one for three years. Steve currently occupies the two-year position.

The Board of Selects replaced Ruth Ann Hendrickson, who resigned as Water Commissioner, with Matthew Bio, term effective immediately and his term will end in March 2023. If he chooses, he can run for a 3-year term. The term for the Commissioners will stagger as follows:

Steve Gladstone (SG): 2-year-term. It was confirmed that three persons will be running as Water Commissioners in March 2023, they are Matthew Bio (MMB) for a 3-year term; Steve Gladstone (SG) for a 2-year term; and Packy Lawler (PL) for a 1-year term.

4. Discuss adding rebate for soil moisture sensors discussed in the Agricultural Commission conservation tips document

Summary of discussion focused on adding rebates for soil moisture sensors as discussed in the Agricultural Commission conservation tips:

- Lincoln Water Commissioners have agreed to support this document and conversation tip.
- Per Agricultural Commission, farmers were interested in the rebate program provided by the Board of Water Commission.
- DL said the price varies from \$100- \$500. As most of the new irrigation system has a moisture-sensing device as part of the system. Some of the newer systems are complicated and expensive, also it was hard to maintain, so we should consider the simpler system. It may take some time to find a suitable unit for us to support. We may also need to establish guidelines. For example, the cost is \$X and we support a certain amount.
- MMB suggested running a pilot program first.
- MB will talk to Ag Commission about our discussion and suggest they come back with a proposal on what level we should fund this.

5. Discuss Finance Committee presentation.

A summary of the discussion

- GH said the current schedule for Water Commissioner Board's presentation is fluid, it may be on 2/2/2023 at 7:30 pm, and it will be an in-person presentation.
- DL thinks this is a very tight time frame since the presentation needs to be reviewed by Commissioners. It may be better to have this held in late February. GH said there was a lot in the meeting agenda, it may be difficult to move without affecting other presentations.
- Task is to take last year's presentation in the Box, uses it as our template; and update the information.
- Information will be in the presentation actual vs budget, retained earnings, key issues, long-term financial strategic plan, 5-year capital plan, funding sources, others potential topics such as an increase water rate, 2 warrant articles, staff highlights, water conservation,.
- DL wanted to know how we review the presentation between now and 2/2. The suggestion is to delegate 1 commissioner to review it.
- MB said we will have time to revise the presentation before the Town Meeting
- JH said the FinCom presentation is a warmup before the Town Meeting. The key is the Town Meeting. Normally the Chair will present at Town Meeting.

6. Warrant articles – vote on SCADA upgrade to be bonded and lease buyout to come from retained earnings.

Two Warrant articles need to submit by January and vote in Town Meeting. We will work with Colleen on the Warrant Articles.

- a. Scada upgrade - \$290,000
- b. Toyota Tacoma lease buyout - \$25,000 from Retained Earning

Motion (SG): motioned to approve two warrant articles: \$290,000 on the Scada upgrade and \$25,000 for the Toyota Tacoma lease buyout using the Retained Earning.

Second: MB

Vote: Barnes - aye, Gladstone- aye, Bio-aye

Motion passed.

7. Vote on the Annual Report.

There were discussions on the Annual Report draft.

- Change the revenue to meet future expenditures.
- Increasing water rates may be necessary.
- We need to have Colleen check all the numbers.
- Gina also needs a copy of this.
- A copy needs to send to Peggy Elder by the end of January/early February.

Motion (MB): motioned to approve the Annual report draft subject to changes made at the meeting

Second: SG

Vote: Barnes - aye, Gladstone- aye, Bio-aye

Motion passed.

8. Operations report.

8.1 Test well Replacement in Tower Road.

- If DEP lowers PFOS MCL from 20ppt to 10ppt or lower, this will be very challenging and would necessitate treatment. State and federal Drinking Water funding is going toward PFOS treatment projects. Funds are being distributed through the SRF (State Revolving Fund) program.
- JH suggested we push back on the state level, through MassWorks and others.
- While there is drinking water industry push-back due to the high costs, the regulatory momentum seems undeterrable. 140 MA public water supplies level exceeds 20 ppt.

- UCRM5 (future unregulated contaminant testing) lists 30 compounds, 29 of which are related to PFOS.

8.2 Personnel /staffing

Steve Olsen left on 12/23/2023. We need a licensed Treatment / Distribution Operator. Right now, there are 2 good candidates that are licensed operators. Rick Nolli promoted from within to fill the Distribution Foreman position.

8.3 Chemical Handling Project at Wells.

This has been signed off by DEP for approval to proceed.

8.4 Tank Cover Repair at Bedford Road Storage Tank

To go out to bid soon.

8.5 Superintendent needs help.

- DL needs help with project management, DEP report, and financial report.
SG said he can help. MB and GH will help with the Financial Annual Report for FinCom.

8.6 Sanitary Survey

This was done in 2021, 1.5 years ago, the final report is in the Box. There is a checklist, this is something we may be able to use as is.

9. Rate setting discussion – vote on what to present at the February rate hearing; discuss strategy for advertising the rate hearing.

- MB needs the data such as consumption to finalize the information. We probably can have Ali use the quarterly billing information.
- JH said if we cannot get the information, maybe we can backout the number from billing information.
- The current target is February for the hearing. If we do not have all the information, we may need to move the hearing to March.
- We probably need another meeting around 2/14 to discuss this. Since we don't have the data, we cannot vote on this today.
- JH said as long as we have the rate meeting before July 1, 2023, we should be OK. But since July gets into summer, we probably want to do the rate hearing no later than June and preference is between March and April. Historically before the Town Meeting.
- DL said Ali is trying to get the information, this was labor-intensive. Maybe stick with the calendar year, and use 1-year data rather than 4 years.

10. Discuss Strategy for passing private well regulation by-law: Update on speaker on hydrology; discussion of well regulation in Annual Report.

- Changes in bylaws will affect the private well regulation, we need to educate the public on the environmental aspect, and it is important for them to understand this topic.
- MMB will reach out to Mass Rivers Alliance, DEP, to get a hydrologist to discuss this topic.
- DL said he was advised by industry piers not to pick this fight.

11. Other Business

None

12. Confirm the next meeting date, maybe February 14th, 2023? Joint with Rate Hearing?

The next meeting date is February 28, 2023, from 8:00 am to 10:00 am. There may be another meeting before 2/28.

13. Adjourn

Motion (MB): motioned to end the meeting.

SG seconded.

Vote: Barnes - aye, Gladstone- aye, Bio-aye
Motion passed.

The meeting adjourned at 9:36 am.