

MINUTES OF MEETING

June 26, 2012

Mr. McLaughlin announced that an audio recording was being made of this meeting.

The meeting was called to order by Chairman Rob McLaughlin at 7:00 p.m. at the District offices located at 50 Elm Street, Dedham. Present were Jim Galvin, Ken Bragg, Joe Carter, Steve Mammone, Robert Blume, Bob Eiben, Eileen Commene and John McCulloch. Mike Thornton and Stephanie Costa were also in attendance.

MINUTES

The minutes for the meeting of May 29, 2012 were unanimously approved.

2011 AUDIT

Frank Biron, from Melanson Heath & Company, reviewed the 2011 audit report and reported on the District's overall financial condition. Mr. Biron noted that the District received a clean opinion and commended the district staff for the way the books were maintained. He then reviewed the financial statements and noted that the District continues to be in good financial condition. Mr. Galvin asked Mr. Biron's opinion on funding OPEB and the benefits of an irrevocable trust versus a set aside account. Mr. Biron stated that most cities and towns, with the exception of a few wealthy communities, do not have the money to set aside and those that do tend not to be doing an irrevocable trust but something more like a stabilization fund. He personally preferred an irrevocable trust and explained that the benefit of an irrevocable trust was the public perception and paying down the liability. Mr. Galvin questioned why there was no management letter. Mr. Biron explained that they have never issued a positive management letter but could provide a letter stating that there was no management letter.

FINANCIAL

Warrants and checks were signed. Mr. McCulloch presented the latest Cash Activity Report.

MANAGER'S REPORT

Pumpage Reports

Mr. Eiben presented the pumpage reports for the periods ending June 3, June 10, June 17 and June 24.

Main & Service Leak Report

Mr. Eiben reported that while working on the cross-connection survey staff found a service line leak on Washington Street.

Leak Detection Survey

Mr. Eiben stated that there was a problem with the new leak detection system required by the DEP grant. He explained that the problem was with the valve boxes needing to be cleaned out. In just two days there is a list of 30 valves that need to be cleaned out and we do not have the staff to do this. Mr. Eiben stated he was going to ask to go back to the standard listening system that only required one staff member. He did not think it was cost effective to spend \$75,000 on labor to collect a \$25,000 grant. He plans on foregoing the grant and going back to the standard leak detection process through the MWRA contract. Mr. Locke is making a list of the valves that need to be cleaned and a crew will be sent out in the winter.

DIRECTOR'S REPORT

DEP Program for Additional Water Withdrawals

Ms. Commane reported on a meeting she and Mr. Eiben attended with representatives from DEP and the Charles River and Neponset River Watershed groups regarding the new program DEP is putting in place for the permitting of additional water withdrawals. Since the District plans on looking for more water in the Neponset River in the next 20 years it was suggested that one way to mitigate our increase of withdrawal would be instead of shutting off well 5 when the river flows reach a low level we would shut off wells 1, 2, 3 & 4 and leave well 5 running. Mr. Eiben stated if that was done we would not be able to meet system demand. Ms. Commane stated that in general what they were looking for was if you were looking for additional water withdrawal then you would be asked to do mitigating offsets which could be in your water system, in the sewer system or in the storm water system. Mr. Eiben did note that they were very impressed with our conservation plan.

OLD BUSINESS

Westwood Station

Mr. Carter questioned since this project has been taken over by a new group with a new plan would the District be entitled to another access fee. Ms. Commane stated that we had never received an access fee from the previous owners.

Change of Use Access Fee

Mr. Carter asked if a private residence being used as a senior assisted living facility would be subject to an access fee because of higher water usage. Ms. Commane stated they could be subject to an access fee if their usage was over and above a typical single family home usage. She will contact Westwood's Health Director regarding this property.

Buckmaster Pond

Mr. Carter questioned whether Buckmaster Pond could ever be used in an emergency or on an as needed basis as a water source. Mr. Eiben stated that he could not see that ever being allowed since the pond was highly contaminated. He suggested looking into including a project next year to study a test well at Bridge Street that had tested well and would now be allowed since the regulation requiring wells to be within 50 feet of an existing well had been changed to 400 feet.

Coldstone Creamery

A \$1,000 payment was received today from Coldstone Creamery towards their access fee. Since the business has closed, the landlord will be billed if they do not continue making their payments.

NEW BUSINESS

Legacy Place

Mr. Galvin asked Ms. Commane to provide the monthly water usage at Legacy Place for the next meeting and questioned whether we would be able to meet the demand for Westwood Station.

Worker's Compensation Insurance Coverage

Mr. Thornton informed the Board that as of July 1st Trident Insurance would not be renewing their worker's compensation coverage with the District. Corcoran & Havlin have one, possibility two, other companies interested in bidding on the coverage. Mr. Thornton explained that the cost for coverage may increase.

Chief Procurement Officer

Mr. McLaughlin stated that on June 8th he signed as the Chairman of the Board of Water Commissioners to appoint Eileen Commane the Chief Procurement Officer and wanted a motion to ratify that appointment. Mr. Galvin moved to appoint Eileen Commane as the Chief Procurement Officer of the Dedham-Westwood Water District, effective June 8, 2012, seconded by Mr. Bragg. Voted unanimously.

July Meeting

The meeting for the month of July will be held on the 31th.

Mr. Galvin moved to adjourn at 8:26 p.m., seconded by Mr. Mammone. Voted unanimously.

DEDHAM-WESTWOOD WATER COMMISSION
LIST OF DOCUMENTS
June 26, 2012

1. May 29, 2012 Minutes
2. Cash Activity Report dated 5/31/12
3. Pumpage reports for the periods ending June 3, June 10, June 17 and June 24