

**Littleton Light and Water Departments
Board of Commissioners
Meeting Minutes**

November 13, 2019

I. Present for Meeting

Commissioners: Jim Karr, Dick Taylor, Ivan Pagacik, Bruce Trumbull

General Manager: Nick Lawler

Staff: Paul Denaro, Corey Godfrey, Kevin Hunt, David Ketchen, Pat Lavery

Audience: None

Meeting called to order: 6:00 PM

Meeting Adjourned: 8:01 PM, Motion by Commissioner Trumbull, seconded by Commissioner Taylor. The Vote: 4-0 in favor.

II. General

1. Approve Agenda – On a motion made by Commissioner Trumbull and seconded by Commissioner Pagacik, the Board approved the Agenda. The vote: 4-0 in favor.
2. Approve minutes from October 23, 2019. On a motion made by Commissioner Pagacik and seconded by Commissioner Taylor, the Board approved the Minutes. The vote: 4-0 in favor.
3. Approve Executive Session minutes from September 4, 2019. Tabled until next meeting.
4. Approve Executive Session minutes from September 18, 2019. Tabled until next meeting.
5. Approve Executive Session minutes from October 23, 2019. Tabled until next meeting.
6. Recognize Public Attendees –None.

III. Electric Light Department

1. FY20 Draft Budget – GM Lawler presented a draft of the FY20 Electric Budget. Commissioner Pagacik asked for a more detailed breakdown of the CIS conversion costs, and Commissioner Karr asked for a more detailed explanation about the \$13,000 increase in the Middlesex Retirement expense.

IV. Water Department

1. Whitcomb Ave Treatment Plant Update – GM Lawler gave a verbal update on the design progress with this project.
2. Spectacle Pond Treatment Plant – GM Lawler updated the Board on PFAS at Spectacle Pond and gave an update on the temporary solution.

GM Lawler presented an LWD Bottle Water Bill credit as prepared by staff, and after discussion and on a motion by Commissioner Trumbull and seconded by Commissioner Taylor, the Board voted to approve a bottle water bill credit, as

presented by GM Lawler, for water rate payers in the DEP defined PFAS sensitive subgroup. The Vote: 4-0 in favor.

GM Lawler presented a Private Well PFAS Testing program as prepared by staff, and after discussion and on a motion by Commissioner Trumbull and seconded by Commissioner Taylor, as presented by GM Lawler, the Board voted to approve the PFAS Testing program in the Spectacle Pond Watershed. The Vote: 4-0 in favor.

3. Cedar Tank – GM Lawler updated the Board on the Cedar Hill Tank replacement project.

V. Sewer Department

1. Enterprise Fund and Employee Responsibilities – GM Lawler and the Board discussed the need to operate the department as an Enterprise Fund, similar to the Water Department. GM Lawler will set up a meeting with the Town, as they are beginning budget formation for FY21, and report back to the Board.
2. Design Engineers – GM Lawler updated the Board with concerns about the quality of work that has been already completed by Weston and Sampson, and informed the Board that we are working with CDM to hopefully have a scope of work put together to value engineer the work done by Weston and Sampson. GM Lawler also informed the Board that he would like to begin the sewer working group meetings again, and the Board gave direction to GM Lawler as to who should be on the working group.
3. MassWorks Grant – GM Lawler updated the Board on the MassWorks grant, more specifically that GM Lawler and MassWorks personnel have adjust the milestones that are in project to better relate to more realistic goals.

VI. General Manager

1. Next Meeting Date – 12/18/19.