

CHARLES RIVER POLLUTION CONTROL DISTRICT
66 Village Street, Medway, MA 02053

Minutes from January 10, 2023 Monthly Meeting – 3:00 p.m.

The meeting was held in the John McCahill Conference Room at the District's treatment facility. In attendance were, Chairman David C. Formato, District Commissioners Douglas M. Downing, Ted Kenney, Wolfgang Bauer, Mark Cataldo and Executive Director Elizabeth Taglieri, Engineer Kristen Mucciarone. Douglas Martin, Water and Sewer Superintendent from the Town of Franklin and Ellen Rosenfeld representing the Town of Millis Select Board were also in attendance. District Legal Counsel, Christopher Petrini from Petrini & Associates and Executive Secretary Barbara W. Maffeo were in attendance remotely.

The following attachments were presented during the monthly meeting and are on file at the District with the approved minutes.

- Prior Year Comparison of O & M Budget (July 2021 –December 2021 vs. July 2022 – December 2022);
- Year to Date O & M Budget versus Actual (July 2022 –December 2022);
- Overview of FY 2023 Budget dated January 10, 2023;
- CRPCD Bank Account Balances as of December 30, 2022;
- Septage Revenue – Prior Year Comparison (July 2021 –December 2021 vs. July 2022 – December 2022);
- Copy of Warrant #23-07 dated January 10, 2023.

Item #1 – Meeting with District Counsel Pursuant to G.L. c. 30A, §21(a)(3) and (7) and Suffolk Construction v. DCAM, 449 Mass. 444 (2007) to obtain legal advice regarding Commonwealth of Massachusetts et al. v. Tresca Brothers Concrete, Sand and Gravel, Inc., Suffolk Superior Court Docket No. 2017-2608-H.

Public Session to Transition to Executive Session – 3:05 p.m.

I, Chairman Formato move pursuant to M.G.L. c.30A, §21(a)(3) and (7) and Suffolk Construction v. DCAM, 449 Mass. 444 (2007) to go into Executive Session to obtain legal advice regarding the Commonwealth of Massachusetts et al. v. Tresca Brothers Concrete, Sand and Gravel, Inc., Suffolk Superior Court Docket No. 2017-2608-H and hereby declare as Chairman that Executive Session is necessary because having an open meeting may have a detrimental effect onto the litigation, position of the Charles River Water Pollution District. After the Executive Session the Board will then return to Public Session. A roll vote was called pursuant to the aforementioned.

ROLL CALL VOTE

Chairman Formato	yes
Commissioner Cataldo	yes
Commissioner Bauer	yes
Commissioner Downing	yes
Commissioner Kenney	yes

VOTED: That the District approves the preceding motion. The vote was unanimously approved and the Board entered into Executive session to meet with District Counsel at 3:05 p.m. After Completing the Executive Session discussion for Agenda Item #1, the Board returned to open session at 3:20 p.m.

Item #2 – Update on the Town of Medway’s Sewer Connection Approval Process.

The Director continues to work with the Medway Department of Public Works to fine tune their sewer connection approval process and will present an update at a future monthly meeting.

Item #3 – Approval of Warrant #23–07.

A motion was made by Commissioner Downing and seconded by Commissioner Cataldo to approve Warrant #23–07 as shown in the agenda.

- a. O & M \$295,369.96
- b. Capital Projects \$1,488,871.90

VOTED: That the District approves the preceding motion. The vote was unanimously approved.

Item #4 – Engineer’s Report.

- a. Stormwater Pollution Prevention Program (SWPPP) Annual Report. The Engineer submitted the aforementioned. The SWPPP annual report is an report required by United States Environmental Protection Agency (USEPA) that summarizes the quarterly inspections of the District’s stormwater infrastructure on–site.
- b. Garelick Farms 4th Quarter Report. This report was submitted by the Engineer.
- c. Update on Garelick Farms Notice of Violation. The Engineer described recent violations that were noted on the Garelick Farms 3rd Quarter Report, they violated numerical permit limits for BOD, TSS and ammonia due to three different incidents; 2–day power outage, issues with the incoming gas line and related valves and ammonia discharge from the dairy production plant. There were no issues seen to the District’s process resulting from the Garelick Farms permit violations, but Garelick Farms failed to notify the District that parts of their pretreatment system were offline due to several different issues they were experiencing. The Engineer contacted representatives at Garelick Farms to inform the company that they were in violation of their permit with the District. In the permit, fines for non–reporting of violations and exceeding limits are clearly outlined.

Commissioner Downing queried the Engineer about her schedule of inspections at Garelick Farms. She said that she notifies Garelick Farms on one occasion and the other inspections are unannounced. The Commissioners inquired if the staff at Garelick Farms were familiar with the parameters of the permit and the fee structure for violations.

Further discussion indicated a consensus from the Board to have the Director pen a letter to Garelick Farms to be reviewed by the Chairman highlighting the violations and potential ramifications/fines for permit violations. The Board also noted that Garelick Farms was welcome to attend one of the Board meetings to address the District's concerns.

- d. Finalizing the Calendar Year 2022 Flow Data for the FY 2024 Budget. The Engineer is working on the aforementioned. Preliminary data analysis reflects flow should be down by around twenty-percent (20%) due to the drought of last year.

Item #5 – Executive Director's Report.

- a. NPDES Compliance Report. The treatment facility was in compliance for the month of December 2022.
- b. Update on FY 2024 Budget Estimate. The Director has shared with member towns, preliminary budget estimates for FY 2024. Final figures are determined and shared in the month of March.
- c. Update on Sewer Use Regulations Revisions. The Director has tabled this to a future meeting.
- d. Update on Letter Sent to the Town of Millis in Regard to Sewer Connections and Reserved Capacity. The Director sent a letter to the Town of Millis Town Administrator and Director of Public Works summarizing the District's sewer connection approval process.
- e. Update on Status of Raw Wastewater Pump #1. Recently, one of the four raw wastewater pumps, which is a dry-pit submersible pump, motor failed. The cost to rebuild the motor is approximately \$26,000. This work will be completed in 3-4 weeks. A new motor would cost about \$75,000. The Commissioners inquired about the status of acquiring spare parts needed at the District. The Director informed the Board that some parts are months out, but we have back-up equipment in place while we wait for them.
- f. Update on the Maintenance Mechanic Position. The position will be posted internally. Also, recently, a tour of twenty students from the Franklin Tri County school toured the District's facility. The students are juniors and those interested in performing their co-op at the District will send resumes to the District.
- g. District Finances. The Commissioners were provided with an updated information sheet illustrating the District's bank account balances as of December 30, 2022.
- h. Miscellaneous. The Director modified the format on the Overview FY 2023 handout to display the information in a more relevant manner. Separately, the District staff

removed fencing in disrepair around the 495 Pump Station after consulting with BJ's who had no objections.

Item #6 – Approval of Minutes from the December 15, 2022 Monthly Meeting and Executive Session Meeting. A motion was made by Commissioner Downing and seconded by Commissioner Cataldo to approve the monthly minutes and to forward a copy of the minutes to all attendees of the meeting.

VOTED: That the District approves the preceding motion. Commissioners Bauer and Kenney abstained from voting. The vote was approved.

A motion was made by Commissioner Downing and seconded by Commissioner Cataldo to approve the Executive Session minutes from December 15, 2022 and to forward a copy of the minutes to all attendees of the meeting.

VOTED: That the District approves the preceding motion. Commissioners Bauer and Kenney abstained from voting. The vote was approved.

Next scheduled Monthly Meeting is on February 16, 2023 at 3:00 p.m. in the John McCahill Conference Room at the Charles River Pollution Control District.

Item #7 – Anticipated Topics for the February Monthly Board Meeting.

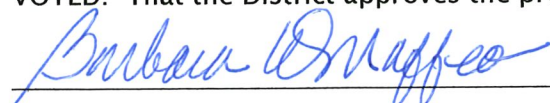
- a. Discussion on Employee Cost of Living Adjustment. This topic was slated for review in January 2023, but the January Consumer Price Index (CPI) is not published until February.
- b. Discussion on Executive Director's Salary. This topic was also slated for further dialog.
- c. Discussion on Other Post-Employment Benefits (OPEB) Evaluation. The Director has received the draft evaluation of the aforementioned. The Director will present a summary sheet for the Board from data compiled by Stone Consulting, Inc.

Item #8 – Open the Monthly Meeting to Public Comments.

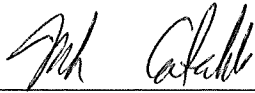
Having completed all agenda items, Chairman Formato opened the meeting to public comments. There were no additional comments.

A motion was made by Commissioner Cataldo and seconded by Commissioner Kenney to adjourn the monthly meeting.

VOTED: That the District approves the preceding motion. The vote was unanimously approved.

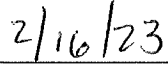


Barbara W. Maffeo, Executive Secretary
Charles River Pollution Control District



Mark Cataldo, Clerk

Charles River Pollution Control District



Date

The preceding is presumed to be a complete and accurate account of the items discussed and agreements made unless the District is notified to the contrary within seven days of distribution.