

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

Minutes from July 19, 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 Ted Kenney, Douglas M. Downing, Wolfgang Bauer and Mark Cataldo and Executive Director Elizabeth Taglieri, Engineer Kristen Mucciarone and Executive Secretary Barbara W. Maffeo. Also in attendance were Evan Karsberg, CRPCD employee, Peter Pelletier, Director of Medway Public Works Department and Michael Boynton, Medway Town Manager.

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 – June 2022 vs. July 2022 – June 2023, July 2022 vs. July 2023);
- Year to Date O & M Budget versus Actual (July 2022 – June 2023 and July 2023);
- Overview of FY 2023 and FY 2024 Budget dated July 19, 2023;
- Septage Revenue – Prior Year Comparison (July 2021 – June 2022 vs. July 2022 – June 2023);
- Copy of Credit Card Expenses Statement for Harbor One Credit Card–Elan Financial dated June 7, 2023–June 30, 2023 and July 1, 2023 – July 7, 2023;
- Sewer connections (June 2023);
- Copy of email with attachment from Robert Cantoreggi, Director of Public Works, Town of Franklin regarding sewer costs dated June 26, 2023;
- Copy of CRPCD Criminal Offender Record Information (CORI) Policy effective July 19, 2023;
- Pictures of Brick Wall Repair Work at Mine Brook Interceptor (MBI) at Elm Street in Franklin Massachusetts before cementitious lining and after cementitious lining dated July 19, 2023;
- CRPCD Employee List dated June 27, 2023.
- Copy of Draft June 14, 2023 Monthly Minutes;
- Copy of Warrants #23–13 and 24–01 dated July 19, 2023.

Item #1 – Discussion and Vote on Massachusetts CORI Policy.

The Director learned with the employment of students from Tri-County at the District, the District should implement a Criminal Offender Record Information Policy (CORI). The District's proposed policy was taken directly from the state of Massachusetts website. The CORI background check is an annual occurrence with confidential results kept on file at the District.

A motion was made by Commissioner Downing and seconded by Commissioner Kenney to adopt the District's CORI Policy effective July 19, 2023.

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

Item #2 – Approval of Warrant #23-13.

A motion was made by Commissioner Kenny and seconded by Commissioner Bauer to approve Warrant #23-13 as shown in the agenda.

- a. O & M \$242,758.20
- b. Capital Projects \$ 44,500.00

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

Item #3 – Approval of Warrant #24-01.

A motion was made by Commissioner Kenny and seconded by Commissioner Dowling to approve Warrant #24-01 as shown in the agenda.

- a. O & M \$462,456.99
- b. Capital \$127,575.00

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

Item #4 – Engineer's Report.

- a. Stormwater Pollution Prevention Program Sampling and Reporting. The second quarter report was submitted to the EPA.
- b. Garelick Farms Report. Garelick Farms continues to make progress and the report was submitted.
- c. Cleaning Company Bid Results FY 2024. Companies were invited to bid on the cleaning services contract. There was a pre-bid meeting for interested parties. Seven companies bid the contract. The contract runs through the fiscal year, but next year the Engineer/Executive will consider a multiple year contract.

Item #5 – Executive Director's Report.

- a. NPDES Compliance Report. The treatment facility was in compliance for the month of June 2023.
- b. Sewer Connection Approvals – June 2023. The following sewer connections were approved earlier on an individual basis. (gallons per day – gpd).

Franklin	1 home/1 commercial	4,440 gpd
Millis	7 homes	1,870 gpd

- c. Update on Omya – Chemical to Replace Hydrated Lime. The trial started on July 10, 2023. There was an issue with a clogged tube due to residual lime in the tank reacting with the dispersing agent in the new chemical. The trial was paused to rent a tank to add a new batch of chemical to and the chemical in the lime slurry tank will be diluted

with plant water and added to the process once the trail resumes. The cost of the tank may be split by the District and Omya, discussions are still on-going. The cost of the chemical will still be split. There could be some adjustments related to moving hoses and where the chemical is added. The Ph did not drop significantly with lack of chemical addition.

- d. Update on Brick Wall Repair and Manhole Grouting Work. The work was completed, and the Director provided a picture of the before and after repairs that were made to the brick wall.
- e. Update on Force Main Investigation. The District had the 495 force main record drawings converted to Computer Aided Design (CAD) files and shared them with the town of Franklin. Permits required by the Massachusetts Department of Transportation (MADOT) and Franklin Conservation Commission are being worked on by the town of Franklin. The District will be coordinating the ultrasonic testing.
- f. Update on Staffing. The Director provided a new staff list. She noted the new employees are working out well. There was a brief discussion related to furthering staff education and licensing. The Director noted that all new employees are working towards next step licensures. She notified the Commissioners of the Engineer's individual parental leave plan. Additionally, operators are being trained in lab procedures. There was a brief discussion about workmen's compensation requirements.
- g. Update on Email from Brutus Cantoreggi, Franklin Director of Public Works: Foxboro Sewer Sale to Sharon. There was a discussion with relation to the aforementioned.
- h. Franklin Town Council Tour of Treatment Plant – August 22 at 2:00 pm.
- i. Update on Financials. The Director reported that the financials were good for FY 2023. Currently, the District is on budget for O & M. The net metering credits are projected to be more than budgeted. The fiscal year total expenses/revenues are projecting to be in excess of \$100,000. At this time, the District has received \$233,000 in net metering credits.
- j. Proposed dates for next Board meetings.
 - i. Wednesday, September 20, 2023
 - ii. Thursday, October 19, 2023
 - iii. Thursday, November 16, 2023
 - iiii. Thursday, December 14, 2023
- k. Schedule Executive Director's Evaluation – The meeting will be held on September 20, 2023, at 2:00 pm.

Item #6 – Open the Monthly Meeting to Public Comments.

Having completed all agenda items, Chairman Formato opened the meeting to public comments. Town Manager for the town of Medway, Michael Boynton spoke about the good, strong relationship the town has with the District and the town of Franklin. The town of Medway and town of Franklin continue to work on a formula for the dollar amount related to the purchase of capacity that Medway seeks. Franklin does not have to sell any of its capacity.

Mr. Boynton highlighted joint efforts that the two towns have worked on before, including the building of the CRPCD facility located in Medway. The town of Medway continues to work with the town of Franklin to reach an amenable dollar amount for additional capacity. The Medway Department of Public Works continues to research ways the town can manage its future sewer capacity needs.

Item #7 – Approval of Minutes from June 14, 2023 Monthly Meeting.

A motion was made by Commissioner Downing and seconded by Commissioner Bauer to approve the monthly minutes and to forward a copy of the minutes to all attendees of the meeting. Commissioner Downing and Cataldo abstained from voting.


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

Item #8 – Anticipated Topics for the August 16, 2023 Monthly Board Meeting.

Update on Full Scale Pilot Testing of Omya Chemical with Representatives from Omya and Coyne Chemical.

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

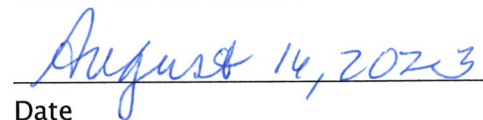
VOTED: That the District approves the preceding motion. The vote was unanimously approved.



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.