

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

Minutes from October 19, 2023 Monthly Meeting – 3:15 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, Wolfgang Bauer and Mark Cataldo and Executive Director Elizabeth Taglieri and Executive Secretary Barbara W. Maffeo. Also, in attendance CRPCD employees Evan Karsberg and Chelsea Braz. Commissioner Downing and Engineer Kristen Mucciarone were not in attendance.

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

- Year to Date O & M Budget versus Actual (July 2023 – September 2023);
- Prior Year Comparison of O & M Budget (July 2022 – September 2022 vs. July 2023 – September 2023);
- Septage Revenue – Prior Year Comparison (July 2022 – September 2022 vs. July 2023 – September 2023);
- Overview of FY 2024 Budget dated October 19, 2023;
- CRPCD Bank Account Balances as of September 30, 2023;
- Copy of Credit Card Expenses Statement for Harbor One Credit Card–Elan Financial dated September 8, 2023 – October 5, 2023;
- Updated CRPCD Employee List dated October 16, 2023;
- Copy of Draft September 20, 2023 Monthly Meeting Minutes;
- Copy of Warrant #24-04 dated October 19, 2023.

Item #1 – Approval of Warrant #24-04.

A motion was made by Commissioner Kenney and seconded by Commissioner Cataldo to approve Warrant #24-04 as shown in the agenda.

a. O & M \$289,118.81

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

Item #2 – Executive Director's Report.

a. NPDES Compliance Report. The treatment facility was not in compliance for the month of September 2023. Excessive rain accounted for increased flows measuring 4.79 mgd, which are higher than the 4.5 summer flow NPDES parameters.

- b. District Finances. The Commissioners were provided with two updated information sheets illustrating the District's accounts and investments as of September 30, 2023 and an Overview of FY 2024 monies.
- c. Update on Full Scale Pilot Testing of OMYA Chemical. The trade name for this chemical is OPTICAL. The pilot testing inside the treatment plant is going well. The Director is trialing a new diaphragm pump to add the chemical into the system. The pump allows the pipes to be flushed weekly and a larger orifice on external discharge prevents clogging. When it is time to advertise for bids for the chemicals, the Director will bid out the OPTICAL and the hydrated lime. Based on current usage and pricing, using the Optical chemical will result in a similar price as the hydrated lime or potentially less money. The District will continue to use the new chemical.
- d. Update on Staffing. A new wastewater operator has been hired and was introduced and welcomed by the Board to the District. Co-op students are doing well. One of the co-op students is assisting the Director with engineering tasks. The Engineer is on parental leave and will return to work one day/week in December, returning full time in February. The District is presently fully staffed.

Maintenance staff have requested a trial period to explore a four-day, ten-hour work week. The hours would be 6:30 a.m.–5:00 p.m., alternating Mondays and Fridays to assure coverage. The Commissioners encouraged the Director to put in writing that this trial period is at the convenience of the District and to document the work being completed with a work order system. The Commissioners look forward to reviewing the data at the close of the trial period.
- e. Next Scheduled Monthly Meeting. The meeting will be held at 3:00 p.m. on Thursday, November 16, 2023 in the John McCahill Conference Room at the Charles River Pollution Control District.

Item #3 – 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.

Item #4 – Approval of Minutes from September 20, 2023 Monthly Meeting.

A motion was made by Commissioner Bauer and seconded by Commissioner Kenny to approve the monthly minutes and to forward a copy of the minutes to all attendees of the meeting.

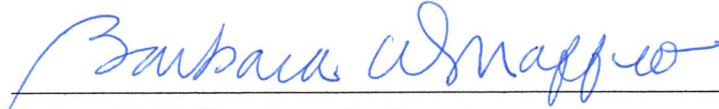
VOTED: That the District approves the preceding motion. The vote was unanimously approved.

Item #5 – Anticipated Topics for the March Monthly Board Meeting.

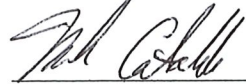
- a. Discussion of Supervisory Control Data Acquisitions (SCADA) Server Upgrade. The Director should have pertinent information regarding hardware, software, CDM Smith and BSS costs.

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

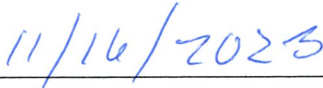
VOTED: That the District approves the preceding motion. The vote was unanimously approved.



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.