

NORTH CHELMSFORD WATER DISTRICT

64 Washington St.

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The Monthly Meeting of the Board of Water Commissioners ("Board") of the North Chelmsford Water District ("District") was held on February 2, 2026, at the District's office. The meeting was convened at 4:08 PM with Commissioners Bruce Clark (via phone), Bob Leavitt (via phone), and David Irvine, Interim Superintendent Aurora Bas, Treasurer/Office Manager Daysha Morell, and Office Assistant Elsa Ramos.

Commissioner Clark made a motion to accept the January 5, 2026, Meeting Minutes, seconded by Commissioner Irvine. The vote was unanimously approved.

Ms. Bas spoke about:

- The homeowner of 301 Wellman Ave requested an abatement; Commissioner Clark asked what the cause of the leak was. Ms. Bas stated that the cause was determined to be a leaking toilet, which was confirmed on site by one of our Operators.
- Fixing a water main break at 20 Drum Hill Rd.
- Becoming a member of DigSafe; at a charge of only \$1 per ticket, it is in the District's best interest to protect its infrastructure
- The Operators requested additional training on specific equipment to enhance operational efficiency
- Attending an MWWA seminar with Eric Guerin with numerous speakers from MassDEP about the upcoming ASR, sanitary survey, etc.
- Still waiting for carbon vessel inspection reports
- No update yet from MassDEP about the Pilot Study
- Waiting for final paperwork to get started on drum system replacement
- Waiting on W&C to schedule a date for SCADA upgrades
- Working with MassDEP to finalize lead and copper paperwork
- Meeting with a representative from Capital Strategic Solutions shortly after the New Year to answer follow-up questions; the representative said that they would be wrapping up their reports shortly to send over to the Town
- Since some customers still have a hard time understanding how to read their bill, the District will update its website with more information and examples
- Following the discussion from the last meeting, Ms. Bas researched ADU bylaws in surrounding communities; not many water districts/departments have adopted ADU bylaws since developing ADU bylaws is a recent topic of discussion
- Having worked on an ADU bylaw draft

Commissioner Clark made a motion to decrease the bill for 301 Wellman Ave from \$2,534.02 to \$534.02, seconded by Commissioner Leavitt. The vote was unanimously approved.

Ms. Bas and Ms. Morell reviewed the proposed budget. The budget will be finalized during the March 2, 2026, meeting.

Ms. Bas and Ms. Morell spoke about retaining a cleaning company. Three quotes were ascertained, and Merry Maid was selected.

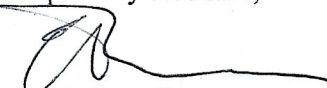
Ms. Morell spoke about:

- Still waiting for the Department of Revenue to review our audit

Our next meeting will be on March 2, 2026, at 4:00 PM.

Commissioner Clark made a motion to adjourn at 4:56 PM, seconded by Commissioner Irvine.

Respectfully submitted,


Elsa Ramos, Clerk