

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 April 7, 2025, at the District's office. The meeting was convened at 4:05 p.m. with Commissioners Bruce Clark (via phone), Robert Leavitt (via phone), and David Irvine, Superintendent Paul Pires, Treasurer/Office Manager Daysha Morell, Environmental Engineer Aurora Bas, and Distribution/Treatment Operator Joseph Caron.

Commissioner Irvine served as Temporary Clerk.

Commissioner Irvine made a motion to accept the Meeting Minutes of the March 3, 2025, meeting, seconded by Commissioner Leavitt. The vote was unanimously approved.

There were no legal or engineering invoices to sign.

Mr. Pires spoke about:

- The plan to install 2 valves in the next couple weeks for the upcoming Middlesex St Bridge repair project
 - Will install on Monday so as not to affect Brickhouse's business and have to wait until after 6:30 p.m. to make sure that the Keystone Montessori students have already gone home (can't have students in the building without water)
 - Will need to have a Special Meeting to allocate funds to cover the cost of the work in preparation for the project
- Outdoor Water Use Restriction signs will go out at their usual spots on May 1st to comply with our Water Management Act Permit
- The Pilot Study is slightly delayed because Tata & Howard is requesting a WBE/DBE/MBE waiver (the subcontractor who was supposed to assist with the Pilot Study was bought out by a non-WBE/DBE/MBE; no other such companies were available to perform the required work)
 - Certain governmental funds require x% of work to be completed by WBE/DBE/MBE, so a waiver must be approved in this situation to receive funding

Mrs. Morell spoke about how Massachusetts requires a Secondary Auditor to submit reports as part of the audit, and the next audit starts April 21, 2025.

Commissioner Clark made a motion to appoint Elsa Ramos, Office Assistant, as the Assistant Auditor, and subsequently give Mrs. Ramos a 25¢/hr raise, seconded by Commissioner Irvine. The vote was unanimously approved.

Commissioner Clark made a motion to reappoint Paul Pires as Superintendent for the next year, seconded by Commissioner Irvine. The vote was unanimously approved.

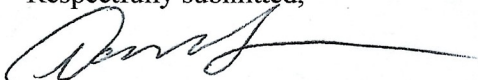
Commissioner Clark made a motion to reappoint Daysha Morell as Treasurer for the next year, seconded by Commissioner Irvine. The vote was unanimously approved.

Commissioner Clark made a motion to reappoint the Superintendent and Treasurer every 3 years instead of every year, seconded by Commissioner Leavitt. The vote was unanimously approved.

Our next meeting will be on May 5, 2025, at 4:00 p.m.

Commissioner Clark made a motion to adjourn at 4:21 p.m., seconded by Commissioner Irvine.

Respectfully submitted,



Commissioner Irvine, Temporary Clerk