

NORTH CHELMSFORD WATER DISTRICT

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The Monthly Meeting of the Board of Water Commissioners (“Board”) of the North Chelmsford Water District (“District”) was held on January 6, 2025, at the District’s office. The meeting was convened at 4:02 p.m. with Commissioners Bruce Clark, Robert Leavitt (via phone), and David Irvine, Superintendent Paul Pires, Treasurer/Office Manager Daysha Morell, and Environmental Engineer Aurora Bas.

Commissioner Irvine served as Temporary Clerk.

Katie Enright of Howard Stein Hudson gave a presentation describing the current design proposal for the Chapter 40B Project off Marose Avenue. Ms. Enright requested the District’s support for the Applicant’s waiver to connect to the Town of Chelmsford’s sewer system and for the Board of Health’s jurisdiction to be reassigned to the Zoning Board of Appeals. Ms. Enright noted that the Board of Health had refused a hearing with her; the basis for this refusal was that the Board of Health would not provide an opinion on any matter until the Hydrogeologic Study was completed.

Mr. Pires stated that the District still has concerns about the potential impact of development on this area given its close proximity to Zone I and its being located in the Aquifer Protection District. Ms. Enright stated that this development would be adding material (approximately 2500 cubic yards).

Ms. Bas stated that the Applicant has not presented any evidence demonstrating that the site has no hazardous substances or contamination. Ms. Enright argued that the ASTM Phase I was sufficient to satisfy this concern (for context, an ATSM Phase I review does not involve any sampling, only a historical records review). Ms. Enright remained steadfast that the Applicant does not intend to perform the hydrogeologic study. It should be noted that the Applicant’s request of the District’s support to reassign the Board of Health’s jurisdiction to the Zoning Board of Appeals would subsequently strip the Board of Health’s authority to enforce the hydrogeologic study.

Commissioner Clark made a motion to open the Public Comment to allow the public to discuss any concerns pertaining to water as part of the Chapter 40B Project off Marose Avenue at 4:40 PM, seconded by Commissioner Irvine. Cindy Leczynski asked about the ASTM Phase I Study. Ms. Enright said that she would seek the Applicant’s approval to release the study to the District.

Commissioner Clark made a motion to close the Public Comment at 4:45 PM, seconded by Commissioner Irvine.

Commissioner Clark made a motion to accept the Meeting Minutes of the December 2, 2024, meeting, seconded by Commissioner Irvine.

There were no legal or engineering invoices to sign.

Mr. Pires spoke about:

- The Prop Study is still ongoing and should be finalized within the next week (to be discussed during the February 3, 2025, meeting)
- Operators are collecting GPS coordinates in ArcGIS for curb boxes to prepare for further Lead Service Line Inventory and Replacement Program work
- The minimum percentage and maximum percentage for raises based upon performance reviews and District’s budget, noting that, because there are no unions here, there is no requirement to provide raises
- CAT from Londonderry inspected the backhoe and said it was in great condition
- The District is still looking for a vactor truck at a reasonable price

Ms. Morell spoke about:

- Removing Diane Lynch and adding Mr. Pires as the secondary signature for the free cash certification, which Commissioner Clark would have to sign to approve
- Preparing the budget for the next meeting

Our next meeting will be on February 3, 2025, at 4:00 p.m.

Commissioner Clark made a motion to adjourn at 5:15 p.m., seconded by Commissioner Irvine.

After attendees not permitted to be present during Executive Session were dismissed, Commissioner Clark made a motion to convene the Executive Session at 5:17 p.m. Commissioner Clark made a motion to adjourn the Executive Session at 5:44 p.m., seconded by Commissioner Irvine.

Respectfully submitted,

Commissioner Irvine, Temporary Clerk

A handwritten signature in cursive script, appearing to read "R. Irvine", written in black ink.