

UPPER BLACKSTONE CLEAN WATER
50 ROUTE 20, MILLBURY, MA 01527-2199
BOARD MEETING MINUTES - BOARD ROOM/HYBRID MEETING
February 14, 2024

ITEM I - CALL TO ORDER

Chairman Labovites called the meeting to order at 1:00 p.m.

Ms. Mancini, through a roll call, recorded those in attendance and all are noted below:

<u>Board Members</u>	<u>Representing</u>	<u>Title</u>	<u>Present</u>	<u>Absent</u>	<u>In- person</u>	<u>Virtual</u>
Matthew Labovites	Worcester	Chairman	X		X	
Philip Guerin	Worcester	Vice Chairman	X		X	
John Woodsmall	Holden	Secretary	X		X	
Michael Traynor	Worcester	Member	X		X	
Joanna Paquin	Auburn	Member	X		X	
Donald Manseau	CVSD	Member	X		X	
Robert Antonelli	Worcester	Member	X		X	
Gary Nelson	Millbury	Member	X		X	
Jay Fink	Worcester	Member	X			X
Austin Cyganiewicz	Rutland	Member		X		
Thomas Degnan	West Boylston	Member		X		
Paul Osterberg, Alternate	West Boylston	Alternate	X		X	

Upper Blackstone Staff

Karla Sangrey	Engineer Director/Treasurer
Mike Andrus	Deputy Director
Elizabeth Mailhot	HR Manager
Denise Mancini	HR Assistant/District Clerk
Diane Shea	Finance Manager

ITEM II - APPROVAL OF MEETING MINUTES – January 31, 2024

Minutes – Member Antonelli moved to approve the minutes of the meeting on January 31, 2024. Member Nelson seconded, and approval of minutes was noted as follows: Chairman Labovites, yes; Vice Chairman Guerin, yes; Member Traynor, yes; Member Paquin, yes; Member Manseau, yes; Member Antonelli, yes; Member Nelson, yes; Member Fink, yes; and Alternate Member Osterberg, yes.

ITEM III - FINANCE

Warrants – Member Traynor moved to approve the following warrants. Vice Chairman Guerin seconded, and approval of the warrants was noted as follows: Chairman Labovites, yes; Vice Chairman Guerin, yes; Member Traynor, yes; Member Paquin, yes; Member Manseau, yes; Member Antonelli, yes; Member Nelson, yes; Member Fink, yes; and Alternate Member Osterberg, yes.

Warrants	\$ 361,676.66	(01/29/2024)
	\$ 240.882.56	(02/01/2024)
	<u>\$ 345,736.31</u>	(02/09/2024)
TOTAL	\$ 948,295.53	

ITEM IV ADMINISTRATION

Integrated Planning Update – Ms. Sangrey said a meeting with counsel was held to reach out to the EPA. There has been continued progress on the IDDE pilot project. Attorney Cox will be contacting the counsel for the city and then contact EPA. In response to Chairman Labovites' question, Ms. Sangrey said the one-year extensions have been requested, but they are typically granted for six months at a time.

Capital Projects Updates, Mike Andrus, Deputy Director

Regional Biosolids Study - The design team is finalizing technical memos, including comparisons of alternatives from a financial and non-financial perspective. Phase 1 is nearing completion and is targeted to be done by April 30th with a meeting scheduled for Thursday, February 15th.

Standby Power Design – A meeting with CDM Smith was held on Thursday, February 8th regarding the generators. Mr. Andrus said a decision is close on procurement (primarily whether to pre-purchase generators) and availability of grant funding is being investigated. Adding, a Twenty Million (\$20M) Dollar PAC has been issued by CWSRF for the project. He said work continues for the costs and scheduling of the solar panels.

Fleet Electrification – A report from JK Muir is expected today and a meeting is scheduled for February 15th to review it.

1:06 p.m. Secretary Woodsmall joined the meeting.

Plant Water Electrical Upgrades – Planning is ongoing to replace outdated electrical equipment on the plant water pumps.

Other in-house projects

- Exploring improvements to polymer system to optimize operations and reduce chemical usage.
- Meeting to be held with Tighe & Bond to review the asset management risk plan project. The assessment of the entire facility is on the CWSRF intended use plan (IUP) for a grant of One Hundred Fifty Thousand (\$150,000) Dollars.

Sub-Committee to Review Insurance – Ms. Sangrey discussed forming a sub-committee to explore and discuss alternatives to Upper Blackstone's insurance plan, such as being self-insured in some areas, and suggested it is best to exercise due diligence and review the plan periodically. She referred to the Insurance Renewal Summary included in the handout noting the cost in the budget for this year's insurance is Four Hundred Thousand (\$400,000) Dollars (which continues to rise from year-to-year). Ms. Mailhot said there was a ten percent (10%) increase this year, and the only claims ever made have been worker's compensation claims. The Chairman asked the Board members to consider volunteering for the committee and let him know if they are interested. Ms. Sangrey also commented that members might reach out to experts in their member communities for input. Both Chairman Labovites and Secretary Woodsmall agreed to be part of the committee. Vice Chairman Guerin asked if NEWEA provides any guidance and Ms. Sangrey said she would find out. She anticipates forming the group by March and holding two to three meetings (remotely) to do the committee's work. Member Traynor said the city uses Sullivan Group Insurance and Risk Management and has had excellent service with them.

ITEM V – OPERATIONS

Flow Summary – Ms. Sangrey said the flow was normal with no high flow events in the last few weeks.

January Effluent Flow Summary – A wet weather blending event occurred on January 10th, beginning at 3:09 a.m. and ending at 8:40 p.m. which was the result of heavy rains and snow melting. Ms. Sangrey said grab samples were required every three (3) hours and the results for pH, dissolved oxygen and copper were slightly out of compliance and therefore reported on our monthly DMR. She commended all involved, saying the plant staff managed the event very well. Ms. Sangrey said the two effluent toxicity tests done in January passed.

ITEM VI– COMMUNICATIONS

MCWRS – Vice Chairman Guerin said a virtual member chat and workshop will be held Thursday, February 15th at 3:00 p.m. regarding the proposed DEP stormwater regulations, adding the comment deadline has been extended to the end of April. He said Secretary Woodsmall will be co-hosting the chat along with the Town of Hopkinton’s DPW Director, Kerry Reed. Secretary Woodsmall said Adrienne Nunez, MMA Legislative Analyst will also be joining the chat and will be available to help. The Vice Chairman said a stormwater webinar will be held on February 29th at 10:00 a.m. to address stormwater issues and compliance. He said Senator Pacheco will not be seeking re-election and he is not sure when he will be leaving office. Adding, the impact of his leaving is uncertain with respect to a pending PFAS bill.

ITEM VII – PERSONNEL

Postings, New Hires, Resignations – Ms. Mailhot said there is nothing new to report.

ITEM VIII - DATE(s) NEXT MEETING(s) AGENDA TOPICS

2/28, 3/13, 3/27, 4/10

June 12th Meeting Change – Due to a conflict the meeting on June 12th will be changed to June 5th.

ITEM X – ADJOURNMENT

At 1:45 p.m. Member Manseau motioned to adjourn the meeting. Member Traynor seconded, and the meeting was adjourned.

Respectfully submitted,

Denise Mancini

Denise Mancini,
District Clerk