

UPPER BLACKSTONE CLEAN WATER
50 ROUTE 20, MILLBURY, MA 01527-2199
BOARD MEETING MINUTES - BOARD ROOM/HYBRID MEETING
June 28, 2023

ITEM I - CALL TO ORDER

Chairman Labovites called the meeting to order at 1:06 p.m.

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

<u>Board Members</u>	<u>Title</u>	<u>Present</u>	<u>Absent</u>	<u>In- person</u>	<u>Virtual</u>
Matthew Labovites	Chairman	x		x	
Philip Guerin	Vice Chairman		x		
John Woodsmall	Secretary	x		x	
Michael Traynor	Member		x		
Joanna Paquin	Member		x		
Donald Manseau	Member	x		x	
Robert Antonelli	Member	x		x	
Kevin Duffy	Member	x		x	
Gary Nelson	Member	x		x	
Jay Fink	Member	x		x	
Austin Cyganiewicz	Member		x		

Upper Blackstone Staff

Karla Sangrey	Engineer Director/Treasurer
Elizabeth Mailhot	HR Manager
Denise Mancini	HR Assistant/District Clerk

ITEM II - APPROVAL OF MEETING MINUTES – June 7, 2023

Minutes – Member Antonelli moved to approve the minutes of the meeting on June 7, 2023. Member Manseau seconded, and approval of minutes was noted as follows: Chairman Labovites, yes; Secretary Woodsmall, yes; Member Manseau, yes; Member Antonelli, yes; Member Duffy, yes; Member Nelson, yes; and Member Fink, yes.

ITEM III - FINANCE

Warrants – Member Woodsmall moved to approve the following warrants. Member Fink seconded, and approval of the warrant was noted as follows: Chairman Labovites, yes; Secretary Woodsmall, yes; Member Manseau, yes; Member Antonelli, yes; Member Duffy, yes; Member Nelson, yes; and Member Fink, yes.

Warrants	\$1,023,118.00	(06/13/2023)
	<u>\$ 246,026.12</u>	(06/21/2023)
	\$1,269,144.12	

Breakdown of Cash - Ms. Sangrey commented that the balance in the MMDT BAN account is higher than expected because the spending rate is a little slow due to a slow procurement process. She added that our new Finance Manager, Diane Shea, is starting on July 5th and will be working with the interim Finance Manager, Christine Kelley and both will be introduced at the July 19th Board meeting.

Aging Report – Ms. Sangrey said the report does not show the current assessment invoices which are due in July as they will be recorded in the new fiscal year.

Outside Revenue Position through May 2023 – Ms. Sangrey said the septage is short of the budget, which is mostly a result of the gap/reduction in service due to the Fall upset; the sludge is comparable to this time last year; there is a large positive variance on the energy credit side.

1st Quarter FY24 Assessment Invoices due July 7 – Ms. Sangrey said not all the assessment invoices went out electronically as the carbon copy (cc) list needs to be confirmed and she asked the members to make sure they are receiving them and to let her know if there are any concerns. Member Fink confirmed that Jarrett Connor is still the key person for Worcester and said that he would speak to him. Ms. Sangrey mentioned that the switch to the cloud version of AccuFund, the current accounting software, has been a nightmare and Upper Blackstone may not stay with them. Member Fink said Worcester is using a new software system called “Workday” and the entire city budget is on it.

ITEM IV ADMINISTRATION

Integrated Planning Update – Ms. Sangrey said talks are continuing between the city’s attorneys and EPA’s attorneys.

Capital Improvement Projects Updates

Regional Biosolids Study – Ms. Sangrey said the design team is pricing out three preferred feasible technologies in preparation for a “scoring” of the three choices for preliminary technology selection, and the next monthly update meeting is Monday July 3rd.

Ms. Sangrey said the upgrades to the disinfection system to make it more automated are progressing; the programming changes are complete; testing went well, but caution is being exercised with the changes; and the equipment replacement/reconfiguration is under design.

Other In-House Projects –

- The headworks’ upgrade preliminary design project is in preliminary design, and multiple screen manufacturers are being considered.
- RH White completed the membrane replacement in biological treatment tank #4;
- CDM did a tech evaluation and got quotes from manufacturers of fiberglass and steel for the replacement of the launders on the final settling tanks; and
- Tighe & Bond have been selected as the design engineer for the HVAC improvements to solids processing complex project. Ms. Sangrey said Upper Blackstone has not contracted with them directly in the past. They were chosen due to the combination of their innovative energy projects as well as their wastewater experience. We are pleased that they are a business with a local Worcester office.

1:40 p.m. Member Duffy left the meeting.

Standby Power Project Update, Debt Authorization, BAI#1 – Ms. Sangrey said Upper Blackstone has reviewed CDM’s draft preliminary design report and returned comments to the design team; and CDM is revising the sizing of the proposed diesel generators and pricing out new options. She said the language of the Debt Authorization is the same as was presented at the last meeting and was reviewed with Hilltop. Currently, the only unauthorized unissued debt is a \$2M BAN, which will roll over in October. Adding, Hilltop Securities is supportive of the debt authorization as written. This step is an appropriation, not a borrowing. Member Fink motioned to approve BAI #1, a Debt Authorization Vote for the Upper Blackstone Water Pollution Abatement District (attached). Member Woodsmall seconded, and approval of BAI #1 is noted as follows: Chairman Labovites, yes; Secretary Woodsmall, yes; Member Manseau, yes; Member Antonelli, yes; Member Nelson, yes; and Member Fink, yes.

Chemical Bids BAI #2 – Ms. Sangrey said the bids for Polymer were opened on June 21st and the low bidder is SNF Polydyne, Inc. She said the prices were very good and came close to what was estimated. Member Antonelli motioned to approved BAI #2, a motion to award the following contracts to the low bidders for a one-year period beginning July 1, 2023, as noted below, and to authorize the Engineer Director/Treasurer to execute the contracts on behalf of Upper Blackstone:

POLYMER Bid Opening 6/21**UB2023-C05**

SNF Polydyne Inc.

\$0.18/wet lb. delivered

NE 1474 DAF

\$0.22/wet lb. delivered

NE 1475 BFP

Member Manseau seconded, and approval of BAI #2 is noted as follows: Chairman Labovites, yes; Secretary Woodsmall, yes; Member Manseau, yes; Member Antonelli, yes; Member Nelson, yes; and Member Fink, yes.

1:56 p.m. Member Duffy rejoined the meeting.

ITEM V – OPERATIONS

Flow Summary – Ms. Sangrey said the weather has been warm and steps are being taken to manage the bioreactors given the warm temperatures.

May Effluent Summary Report – Ms. Sangrey said there have been exceedances; there has been normal precipitation; and the next toxicity test will be the week of July 4th. The report shows historical data for a ten-year average, and Chairman Labovites asked if a twenty-five-year history of the numbers is available. Ms. Sangrey said there is, and she will provide it. In response to Member Woodsmall's question, she said the ten-year range does get recalculated each month.

ITEM VI – COMMUNICATIONS

MCWRS – Ms. Sangrey said the save-the-dates for the September Symposium will be coming out soon. She added the Coalition submitted their comments on the Holyoke NPDES permit and the comments have been distributed to everyone. She said the comments for Deer Island are due July 21st and she is uncertain as to what we will include in our comments. Chairman Labovites asked if it should be discussed at the July meeting and Ms. Sangrey said she would add it to the agenda. Member Woodsmall asked if the MWRA advisory board would be willing to join. Chairman Labovites suggested it would be a good idea to get an audience with them. Ms. Sangrey said she knows the new Executive Director of the Advisory Board and will touch base with him. Mr. Fink has been a member of the Advisory Board for a long time and can potentially support this membership.

ITEM VII – PERSONNEL

Postings, New Hires, Resignations – Ms. Mailhot said there is a new posting for an assistant senior operator for the day shift; the lab manager position has been filled in-house; our IT Support Specialist has started; and Finance Manager, Diane Shea starts July 5th.

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

7/19, 8/16, 9/6, 9/20

ITEM X – ADJOURNMENT

At 1:56 p.m. Member Manseau motioned to adjourn the meeting. Member Fink seconded, and the meeting was adjourned.

Respectfully submitted,

Denise Mancini

Denise Mancini,

District Clerk