

**UPPER BLACKSTONE CLEAN WATER**  
**50 ROUTE 20, MILLBURY, MA 01527-2199**  
**BOARD MEETING MINUTES - BOARD ROOM/HYBRID MEETING**  
**October 4, 2023**

**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:

<b><u>Board Members</u></b>	<b><u>Title</u></b>	<b><u>Present</u></b>	<b><u>Absent</u></b>	<b><u>In- person</u></b>	<b><u>Virtual</u></b>
Matthew Labovites	Chairman	X		X	
Philip Guerin	Vice Chairman	X		X	
John Woodsmall	Secretary	X		X	
Michael Traynor	Member	X		X	
Joanna Paquin	Member	X		X	
Donald Manseau	Member	X		X	
Robert Antonelli	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
Diane Shea	Finance Manager
Liz Mailhot	HR Manager
Denise Mancini	HR Assistant/District Clerk

**ITEM II - APPROVAL OF MEETING MINUTES** – September 20, 2023

**Minutes** – Member Antonelli moved to approve the minutes of the meeting on September 20, 2023. Vice Chairman Guerin seconded, and approval of minutes was noted as follows: Chairman Labovites, yes; Vice Chairman Guerin, yes; Secretary Woodsmall, yes; Member Traynor, yes; Member Paquin, yes; Member Manseau, yes; Member Antonelli, yes; Member Nelson, yes; and Member Fink, yes.

**ITEM III - FINANCE**

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

Warrants	\$ 620,967.93	(09/20/2023)
	<u>\$ 382,419.91</u>	(10/02/2023)
TOTAL	\$ 1,003,387.84	

Ms. Shea said the warrants are standard to date and are the consolidation of a few weeks. Ms. Sangrey said Mike Andrus, Denise Descheneau and Randy Komssi are currently at the WEFTEC conference and the registration for the conference is shown on the warrant.

**2023 BAN Update, \$4M, sale date 9/26/23 BAI#1** – Ms. Sangrey referred to the results of the sale of the \$4M Bond Anticipation Note (BAN) that was in the meeting handouts. She said \$2M is a rollover of the BAN taken October 2022 and the remaining \$2M is additional funding for capital projects, adding the coupon this year is 5%, compared to last year at 4%. She referred to the authorization to ratify the sale that was also in the handouts. Ms. Sangrey expects the proceeds from the sale to be delivered by the 17<sup>th</sup> and 19<sup>th</sup> this month and is asking the Board to vote to ratify the sale. Member Woodsmall motioned to approve BAI#1, a Debt Authorization Vote for the Upper Blackstone Water Pollution Abatement District (attached). Member Fink seconded, and approval of BAI #1 is noted as follows: Chairman Labovites, yes; Vice Chairman Guerin, yes; Secretary Woodsmall, yes; Member Traynor, yes; Member Paquin, yes; Member Manseau, yes; Member Antonelli, yes; Member Nelson, yes; and Member Fink, yes.

#### **ITEM IV ADMINISTRATION**

**Integrated Planning Update** – Ms. Sangrey said negotiations are currently taking place with the EPA to approve a one-year extension of the administrative order (AOC) schedule for initiating the Phase B construction project. The current extension expires at the end of this month. She said the next quarterly update for the AOC is due October 15<sup>th</sup>. Member Fink said conversations among the city, District and EPA attorneys are continuing towards agreeing on language for a new consent order. In the meantime, the team has been asked to hold a meeting to answer questions regarding the specifics of the Worcester IDDE pilot study project and that meeting will take place in a few weeks. Ms. Sangrey and Member Fink have no reason to think the extension won't be granted.

##### **Capital Projects Updates**

**Standby Power Design BAI#2** – Ms. Sangrey said weekly meetings with CDM Smith continue to finalize a generator design package that is suitable for the State Revolving Fund (SRF) application which is due October 15<sup>th</sup>. She said there are documents that need to be signed, one of which is the reissuance of the Authority to File which is specific to the Standby Power for Resiliency Project. Ms. Sangrey is asking the Board to authorize the Engineer Director/Treasurer to sign on behalf of the applicant. Member Traynor motioned to approve BAI#2, an Authority to File (attached). Vice Chairman Guerin seconded, and approval of BAI#2 is noted as follows: Chairman Labovites, yes; Vice Chairman Guerin, yes; Secretary Woodsmall, yes; Member Traynor, yes; Member Paquin, yes; Member Manseau, yes; Member Antonelli, yes; Member Nelson, yes; and Member Fink, yes.

**Plant Water Pipe Repairs** – Ms. Sangrey shared pictures of the project and explained the process/progress that is taking place; explaining that without a plant water system, there is no capability to incinerate. She said pipes are being replaced one at a time to avoid interruptions and maintain operations. The location of other utilities above one of the pipes required some internal rerouting. She added one side is finished and the other side still needs to be tied in. Ms. Sangrey mentioned rain and leaks have been challenges to finishing the project, but she anticipates it will be done by the end of next week. Chairman Labovites asked how long it has been since the original pipes and duct bank were installed. Ms. Sangrey said the pipes were installed in 1976 and the duct bank above them in 2005. She said that some duct work was not replaced and will be later. A discussion about encasing water pipes in polyethylene wrap and what type of pipe material to use ensued.

**Regional Biosolids Study** – Work continues for Phase I of the project with siting being part of the current focus, within the confines of the study group. Upper Blackstone's property and adjacent sites are among those being considered. There are several properties adjacent to land owned by Upper Blackstone that have been identified for potential consideration. Member Traynor recommended consulting with Chief Development Officer, Peter Dunn. Vice Chairman Guerin said there is a sensitivity in the area regarding polluting sites, that the public perception relations aspect may be challenging. Ms. Sangrey said it continues to be important for Upper Blackstone to be a good neighbor. Chairman Labovites recommended getting a public relations consultant early in the process. Member Woodsmall suggested a neighborhood advisory committee could be established. Ms. Sangrey will send an email to Member Traynor regarding setting up an introduction with Mr. Dunn.

**ITEM V – OPERATIONS**

**Flow Summary** – Ms. Sangrey said there is nothing to report; that the team is doing their job well.

**ITEM VI – COMMUNICATIONS**

**MCWRS** –Chairman Labovites said the September 28<sup>th</sup> Symposium was fabulous and the organizers did a great job putting it together. Vice Chairman Guerin agreed and said there was a good turnout, the keynote speaker was spot-on, and the panels and speakers were very informative. He added member chats are being planned for this Fall, the topics are yet to be determined, and the coalition is always looking for new members.

**ITEM VII – PERSONNEL**

**Postings, New Hires, Resignations** – Ms. Mailhot said there is a new posting for a part-time accounting clerk in the finance department. Also, a SCADA specialist has been hired. He is a Worcester resident with ten years of experience and comes from MWRA. Ms. Sangrey said Eric Perry, our electrical systems manager, has been the staff person overseeing SCADA since he was hired in 2000.

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

10/18, 11/1, 11/15, 12/6

**ITEM X – ADJOURNMENT**

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

Respectfully submitted,

*Denise Mancini*

Denise Mancini,  
District Clerk