

**MWRA Board of Directors Meeting  
October 15, 2014  
Voting Summary Sheet**

Item Name	Type	Notes	Vote	Discussion Highlights
Approval of Minutes	n/a	n/a	Unanimous	
Report of the Chair	n/a	n/a	n/a	*
Report of the Executive Director	n/a	n/a	n/a	*
Annual Meeting of the Board of Directors		<ul style="list-style-type: none"> <li>An election and appointment of MWRA Officers and Committee Assignments were completed</li> </ul>		
Resolution to Amend and Restate the Sixty-Sixth Supplemental Issuance Resolution	Approval	<ul style="list-style-type: none"> <li>Adopted amended and restated sixty-sixth Supplemental Issuance Resolution increasing the authorized issuance from \$70,000,000 to up to \$97,000,000 of MWRA Subordinated General Revenue Bonds</li> <li>MWRA needed this approval to take advantage of a larger borrowing being made by the MA Clean Water Trust that includes projects from pool 18 and expands to pool 19</li> </ul>	Unanimous	*
Delegation of Authority to Execute a Contract for the Purchase and Supply of Electric Power for MWRA's Profile Accounts, Contract OP-266		<ul style="list-style-type: none"> <li>The delegation of authority is necessary because MWRA will need to "lock in" a bid amount within a few hours of bid submittal</li> <li>Term: Not to exceed 36 months</li> </ul>		
Deer Island Co-Digestion Program Update	Approval	<ul style="list-style-type: none"> <li>[Postponed.]</li> </ul>	n/a	
Charles River Pollution Control District Petition on NPDES Co-Permittees	Approval	<ul style="list-style-type: none"> <li>[Postponed.]</li> </ul>	n/a	
Approval of One New Member of the Wastewater Advisory Committee		<ul style="list-style-type: none"> <li>Approved: Travis Ahern</li> <li>Representing: MWRA Advisory Board</li> </ul>	Unanimous	
PCR Amendments – October 2014	Approval	<ul style="list-style-type: none"> <li>Approved: the Personnel &amp; Compensation Committee's vote to approve two title changes with an estimated annual impact of \$7,986</li> </ul>	Unanimous	
Appointment of Construction Coordinator, Engineering and Construction Department	Approval	<ul style="list-style-type: none"> <li>Appointed: Vincent W. Spada</li> <li>Salary: \$100,954 (Unit 9, Grade 30)</li> <li>Effective: To be determined by Exec Director</li> </ul>	Unanimous	
Appointment of Construction Coordinator	Approval	<ul style="list-style-type: none"> <li>Appointed: Daniel R. Thompson</li> <li>Salary: \$114,229 (Unit 9, Grade 30)</li> <li>Effective: October 18, 2014</li> </ul>	Unanimous	*
Supply and Delivery of Sodium Hypochlorite to the Deer Island Treatment Plant, Bid WRA-3906	Contract Award	<ul style="list-style-type: none"> <li>Approved: Borden &amp; Remington Corporation</li> <li>PO Contract: Not to exceed \$1,041,757.83</li> <li>Term: Nov 17, 2014 through Nov 16, 2015</li> </ul>	Unanimous	*
Thermal/Power Plant Boiler Management System Upgrade, Deer Island Treatment Plant, Contract 7401	Contract Award	<ul style="list-style-type: none"> <li>Approved: O'Connor Corporation</li> <li>Amount: \$1,151,952</li> <li>Term: 730 calendar days from NTP</li> </ul>	Unanimous	*
Instrumentation System Services, Contract OP-256	Contract Award	<ul style="list-style-type: none"> <li>Approved: Kit Zeller, Inc.</li> <li>Amount: \$432,000</li> <li>Term: 730 calendar days from NTP</li> </ul>	Unanimous	*
Construction of Water Mains – Sections 36, W11C and S9-A, Arlington and Medford, Contract 7448	Contract Award	<ul style="list-style-type: none"> <li>Approved: RJV Construction Corporation</li> <li>Amount: \$11,235,500</li> <li>Term: 910 calendar days from NTP</li> </ul>	Unanimous	*
Elevator Maintenance and Repair at Various Facilities, Contract OP-218, Change Order 2	Contract Amendments /Change Orders	<ul style="list-style-type: none"> <li>Approved: BBE Corporation</li> <li>Amount: Not to exceed \$51,000</li> <li>No increase in contract term</li> </ul>	Unanimous	*
Delegated Authority Report – September	Information	<ul style="list-style-type: none"> <li>Please see related staff summary</li> </ul>	n/a	
FY15 Financial Update and Summary as of September 2014	Information	<ul style="list-style-type: none"> <li>YTD expenses are lower than budget by \$2.3 million or 1.4%</li> <li>Total revenues are higher than budget by \$361,000 or 0.2%</li> <li>Capital spending for 1<sup>st</sup> Qtr FY15 totals \$17.4 million, \$4.6 million or 20.9% lower than budget</li> </ul>	n/a	*
Update on Pandemic Planning	Information	<ul style="list-style-type: none"> <li>Staff provided a presentation that updated the Board on pandemic planning</li> </ul>	n/a	*

**MWRA Board of Directors Meeting**

**October 15, 2014**

**Voting Summary Sheet**

MWRA Industrial Waste Report #30: Industrial Pretreatment Program Annual Report to EPA for FY14	Information	<ul style="list-style-type: none"> <li>Please see related staff summary</li> </ul>	n/a	*
Deer Island Treatment Plant Fire Alarm System Evaluation and Replacement	Information	<ul style="list-style-type: none"> <li>Deer Island has 52 buildings/facilities that are monitored for fires</li> <li>Parts of the fire alarm system are more than 20 years old and are no longer manufactured</li> <li>Staff is conducting fire alarm assessment to develop plan to replace the system</li> </ul>	n/a	
Dedham-Westwood Water District (DWWD) Update	Information	<ul style="list-style-type: none"> <li>DWWD plans to request approval for increased withdrawal of 100,000 gallons per day</li> <li>Please see related staff summary for additional information</li> </ul>	n/a	*

■ Administration and Finance  
 ■ Wastewater  
 ■ Water  
 ■ Personnel  
 \* Advisory Board position



MWRA Advisory Board Summary  
of the  
MWRA Board of Directors Meeting  
Wednesday, October 15, 2014

A meeting of the Board of Directors of the Massachusetts Water Resources Authority was held on October 15, 2014 at the Charlestown Navy Yard. Present: Chair Maeve Bartlett, Joel Barrera and Jennifer Wolowicz, Gubernatorial Appointees; John Carroll, Andrew Pappastergion and Joseph C. Foti, Advisory Board Representatives; Henry Vitale and Kevin Cotter, City of Boston Representatives; Jack Walsh, City of Quincy Representative; Paul Flanagan, Town of Winthrop Representative. Absent: Brian Swett, City of Boston Representative.

**Report of the Chair**

Chair Maeve Bartlett noted that *A Better City* had its annual meeting and MWRA Executive Director Fred Laskey received the Environmental Award. It was great to see so many business leaders from Boston and the greater metropolitan area and having them understand the incredible job that everyone here does. When he accepted the award, Mr. Laskey made sure that everyone knew about the hard-working men and women at the MWRA who work tirelessly and that he was proud to be there representing them. Chair Bartlett congratulated Mr. Laskey on being a voice for clean water and the harbor and the good men and women of the MWRA. Mr. Laskey thanked the Chair for her kind words and stated that it was a wonderful night and that he was thrilled to be there but uncomfortable that he was getting the credit for the work of many.

**Report of the Executive Director**

Mr. Laskey stated that the Quabbin Ultraviolet (UV) facility is up and running and has met the federal deadline. A ceremony will be scheduled to dedicate the water treatment facility to Bill Brutsch.

A ceremony is being held today in honor of Senator Stephen Brewer, who is retiring, dedicating a fishing area at the Quabbin in his name. It was unfortunate timing that staff could not be there to honor the Senator today because of the Board meeting; however, staff would like to honor him with some sort of presentation. The Senator was the “brains” behind the Water Supply Protection Trust, allowing a quasi-independence status for the Division of Water Supply Protection. The MWRA and the MWRA Advisory Board both have a seat on this Board.

**Annual Meeting of the Board of Directors – Election and Appointment of MWRA Officers and Committee Assignments**

The Board voted to (1) designate this October 15, 2014 meeting as the Annual Meeting which, as provided in the Authority’s by-laws will be deemed a special meeting of the Board for the purpose of electing officers; (2) elect John Carroll as Vice-Chairman of the Board; (3) appoint Joseph Foti as Secretary of the Board and Bonnie

Hale and Rose Marie Convery as Assistant Secretaries, Thomas Durkin as Treasurer, and Matthew Horan and Kathy Soni as Assistant Treasurers; and (4) ratify the appointment of Board members to standing committees, as presented and filed with the records of the meeting. New Committee Chairs will be appointed approximately every two years.

## **Approvals**

### **Resolution to Amend and Restate the Sixty-Sixth Supplemental Issuance Resolution**

The Board voted to adopt the Resolution Amending and Restating the Sixty-Sixth Supplemental Issuance Resolution increasing the authorized issuance from \$70,000,000 to up to \$97,000,000 of Massachusetts Water Resources Authority Subordinated General Revenue Bonds.

The amendment responds to a change in the optimal transaction size of the next bond issue by the Massachusetts Clean Water Trust [formerly the Massachusetts Water Pollution Abatement Trust] to include projects in both the Pool 18 and Pool 19 approval lists.

Board Member Joel Barrera asked what the advantage is to do it this way. Treasurer Thomas Durkin stated that interest rates are very low and this is subsidized by the government.

Mr. Barrera asked if the Water Infrastructure Bill caused these changes. Mr. Durkin said there have been a lot of regulation changes since 2009.

Board Member Henry Vitale asked what the Massachusetts Clean Water Trust's rating is. Mr. Durkin stated that the Clean Water Trust has a AAA rating.

### **Delegation of Authority to Execute a Contract for the Purchase and Supply of Electric Power for MWRA's Profile Accounts, Contract OP-266**

The Board voted to authorize the Executive Director, on behalf of the Authority, to execute Contract OP-266 for the purchase and supply of electric power for MWRA's Profile accounts, with the lowest responsive and responsible bidder, for a period and pricing structure selected, as determined by staff to be in MWRA's best interest, and for a contract term not to exceed 36 months. This delegation of authority is necessary because MWRA will be required to notify the selected bidder within a few hours of bid submittal to lock-in the bid prices in a constantly changing market.

### **Deer Island Co-Digestion Program Update**

[Postponed.]

### **Charles River Pollution Control District Petition on NPDES Co-Permittees**

[Postponed.]

### **Approval of One New Member of the Wastewater Advisory Committee**

The Board voted to approve the addition of one new member, Mr. Travis Ahern of the MWRA Advisory Board staff, to the Wastewater Advisory Committee.

### **PCR Amendments – October 2014**

The Board voted to approve amendments to the Position Control Register, as presented and filed with the records of the meeting.

### **Appointment of Construction Coordinator**

The Board voted to approve the Executive Director's recommendation to appoint Mr. Vincent W. Spada to the position of Construction Coordinator in the Engineering & Construction Department (Unit 9, Grade 30), at the recommended salary of \$100,954, to be effective on the date designated by the Executive Director.

### **Appointment of Construction Coordinator**

The Board voted to approve the Executive Director's recommendation to appoint Mr. Daniel R. Thompson to the position of Construction Coordinator in the Engineering & Construction Department (Unit 9, Grade 30) at the recommended salary of \$114,229, to be effective October 18, 2014.

Board Member Andrew Pappastergion asked why there was a difference in salary between this position and the position above. Human Resources Director Robert Donnelly stated that the salaries were determined by collective bargaining.

## **Contract Awards**

### **Supply and Delivery of Sodium Hypochlorite to the Deer Island Treatment Plant: Borden & Remington Corp., Bid WRA-3906**

The Board voted to approve the award of Purchase Order Contract WRA-3906, Supply and Delivery of Sodium Hypochlorite to the Deer Island Treatment Plant, to the lowest eligible and responsible bidder, Borden & Remington Corporation, and to authorize the Executive Director, on behalf of the Authority, to execute said purchase order contract in an amount not to exceed \$1,041,757.83 for a period of one year, from November 17, 2014 through November 16, 2015.

Board Member Paul Flanagan asked about the placard requirements for trucks going in and out of Deer Island. David Duest, Director of the Deer Island Treatment Plant, stated that the local, state and federal rules and regulations regarding placards on trucks are followed.

Mr. Flanagan stated that he received a call from a Winthrop resident regarding a silver truck that entered Deer Island that did not have a placard. Mr. Flanagan said that he assumed it must be carrying a corrosive material, but the truck was not labeled. Mr. Duest said he would look into the matter based on the date and time of the call and compare it to deliveries made to Deer Island.

**Thermal/Power Plant Management System Upgrade, Deer Island Treatment Plant: O'Connor Corp., Contract 7401**

The Board voted to approve the award of Contract 7401, Thermal/Power Plant Boiler Management System Upgrade, Deer Island Treatment Plant, to the lowest eligible and responsible bidder, O'Connor Corporation, and to authorize the Executive Director, on behalf of the Authority, to execute said contract in the bid amount of \$1,591,952 for a term of 730 calendar days from the Notice to Proceed.

Mr. Duest and Richard Adams, Manager, Engineering Services, provided the Board with a [presentation](#) on the Thermal/Power Plant Management System Upgrade.

Mr. Flanagan asked if one boiler would be taken down at a time. Mr. Duest said that is correct.

**Instrumentation System Services: Kit Zeller, Inc., Contract OP-256**

The Board voted to approve the award of Contract OP-256, Instrumentation Systems Services, to the lowest eligible and responsible bidder, Kit Zeller, Inc., and to authorize the Executive Director, on behalf of the Authority, to execute said contract in the bid amount of \$432,000, for a term of 730 calendar days from the Notice to Proceed.

Board Member Jack Walsh asked about SCADA error reporting; will this help with SCADA errors and false alarms? Chief Operating Officer Michael Hornbrook said staff is compiling a list of false alarms and will prioritize the list to determine what can be done.

**Construction of Water Mains – Section 36, W11C and S9-A, Arlington and Medford: RJV Construction Corporation, Contract 7448**

The Board voted to approve the award of Contract 7448, Construction of Water Mains – Sections 36, W11C, and S9-A, Arlington and Medford, to the lowest eligible and responsible bidder, RJV Construction Corporation, and to authorize the Executive Director, on behalf of the Authority, to execute said contract in the bid amount of \$11,235,500 for a term of 910 calendar days from the Notice to Proceed.

Mr. Laskey noted that this project is another piece of the redundancy “puzzle.”

## **Contract Amendments/Change Orders**

### **Elevator Maintenance and Repair at Various Facilities: BBE Corp., Contract OP-218, Change Order 2**

The Board voted to authorize the Executive Director, on behalf of the Authority, to approve Change Order 2 to increase the amount of Contract OP-218 with BBE Corporation, Elevator Maintenance and Repair Service at Various Authority Facilities, for an amount not to exceed \$51,000, with no increase in contract term.

Staff made a presentation on elevator maintenance and repair at various MWRA facilities.

Mr. Walsh noted that this is a substantial increase. Shouldn't it be part of the bid process to inspect the items that it would be repairing? Mr. Hornbrook stated that the contract was based on a ten- to twelve-year past history, which provided for an estimated number of hours. There have been emergency calls on non-regular hours. All bidders have a level playing field. Sending someone to all of these numerous facilities would be cost-prohibitive to get the bids. It was staff's best guess on the number of hours required.

## **Information**

### **Delegated Authority Report – September 2014**

Director of Finance and Administration Rachel Madden noted that there were three planned purchases, three recurring contracts and one amendment.

### **FY15 Financial Update and Summary as of September 2014**

Staff provided the Board with a financial update and summary as of September 2014.

Mr. Barrera said in terms of the headcount, the MWRA is at 1,149 positions; a couple of years ago, the number was 1,207. He asked staff to explain where positions have been let go by attrition. Ms. Madden stated that the MWRA has cut eight to ten positions in Administration and Finance. Currently, there are 28 outstanding positions posted. The desired outcome of positions is 1,175. As a position is vacated, a determination is made on a case-by-case basis on whether it will be backfilled.

Mr. Barrera asked of the 28 positions, how many will be filled internally. Ms. Madden stated that the positions are posted internally and externally. Mr. Laskey noted that the trend is nearly 70% internal. Ms. Madden noted that this is part of the lag in filling the positions. When a position is filled internally, then the candidate's vacated position must be posted, which contributes to the timing issues. However, staff believes that 1,175 is the correct number of positions.

Mr. Barrera asked where the Authority posts its job openings. Mr. Donnelly stated that the Authority has its postings on the internet on engineering websites, LinkedIn, Monster.com and Twitter. Postings are sent out to Work Force Development Agencies and colleges. Ms. Madden noted that the postings are also sent to ADA and veterans sites as well. A wide net is cast.

Mr. Pappastergion asked for an explanation on the increase for workers' compensation for September. Ms. Madden stated that the net variance in September was larger because three major cases contributed to \$280,000 in over-spending that was offset by under-spending in previous months. The cases included two contributions to reserves amounting to \$180,000 and an unanticipated settlement of \$100,000.

Mr. Vitale asked how the Authority calculates its workers' compensation reserve. Ms. Madden stated that the Authority has a third-party consultant that assesses the reserve on a monthly and case-by-case basis.

Mr. Vitale asked how many contract employees the MWRA has and how long are their contracts. Ms. Madden stated that there are seven or eight contract employees, with no contract lasting more than one year.

### **Update on Pandemic Planning (Presentation)**

Steven Rhode, Laboratory Manager in the Department of Laboratory Services at Deer Island, and Director of Emergency Planning and Preparedness Andrew Hildick-Smith provided the Board with an update on [pandemic planning](#). With the World Health Organization reporting 8,800 cases of Ebola, with 4,400 deaths, staff felt it was important to update its pandemic planning procedures.

Mr. Barrera asked what the mechanism is for the spread of Ebola. Mr. Rhode reported that Ebola is spread through bodily fluids. Director of Planning Stephen Estes-Smargiassi noted that in terms of a person being exposed, the bodily fluid can infect the mucus membranes and cuts. If a bodily fluid with Ebola touched your hand and then you put your hand to your nose or mouth, the Ebola can spread. It is not an airborne transmission, like the flu or other common respiratory diseases.

Mr. Rhode stated that the Center for Disease Control (CDC) insists that the sewers are safe. It only takes a small amount of the virus to become infected; however, the CDC says the virus won't survive for long in the wastewater stream. Staff is being refreshed on safe water practices; personal protective equipment must be worn. The MWRA is working with Public Health officials and hospitals on what should happen if Ebola shows up.

Board Member Joe Foti asked how long Ebola can last in the wastewater stream; isn't it diluted enough to become ineffective? Mr. Rhode said the virus would be diluted. Regardless of the Ebola pandemic, since MWRA employees are in close contact with the waste stream, it has long been part of the Authority's procedures to require staff to wear protective gear. The safety of the MWRA employees is key. It is MWRA staff's belief that the existing procedures, if followed, should be sufficient protection against any potential Ebola exposure (staff might have).

### **MWRA Industrial Waste Report #30: Industrial Pretreatment Program Annual Report to EPA for FY14**

Deputy Chief Operating Officer Carolyn Fiore and Director of TRAC John Riccio updated the Board on MWRA Industrial Waste Report #30 for FY14.



Mr. Pappastergion what happens if penalties are assessed but the entity does not pay. MWRA General Counsel Steven Remsberg stated that these cases can be settled through the state court system.

### **Deer Island Treatment Plant Fire Alarm System Evaluation and Replacement**

Mr. Duest and Mr. Adams provided the Board with a [presentation](#) on the Deer Island Treatment Plant fire alarm system evaluation and replacement project.

### **Dedham-Westwood Water District Update**

Manager of Policy and Planning Pam Heidell provided the Board with information on a request from the Dedham-Westwood Water District for an increased withdrawal of 100,000 gallons per day from the MWRA waterworks system.

Board Member John Carroll asked why the 25-year, zero-percent interest option is listed in the staff summary; Dedham-Westwood is not a new community. Westwood has a new development going in and will be getting a lot of money. Why would the MWRA be giving them a break? MWRA Advisory Board Executive Director Joseph Favaloro stated that the staff summary is listing out options, laying out the old policy versus the new proposed policy of the Advisory Board. Mr. Favaloro noted that the Board has not adopted the Advisory Board's recommendation for the new policy.

Mr. Carroll said Dedham-Westwood is not a new customer; why would you give them an opportunity for 25 years at 0%? Ms. Heidell stated that it is the Board's decision and whatever the Board decides will be placed in the Dedham-Westwood contract. Mr. Laskey stated that unless the Board adopts the Advisory Board's recommendation, the current policy is to pay upfront or over time with interest.

Mr. Favaloro stated that staff was just laying out the options. Mr. Barrera stated that it is up to the Board to decide what the policy is going to be. The MWRA wants to sell more water. Zero percent interest may help to provide movement for a community like North Reading. The Board wants to send the right message that the MWRA is "open for business."

Board Member Joseph Foti asked about Dedham-Westwood's total usage of water. Ms. Heidell responded that the DWWD's normal usage from local sources and the MWRA is about 4 MGD, with 99% coming from local sources.

Mr. Carroll asked that the Operations Committee have a look at this scenario. Mr. Favaloro stated that if it is the pleasure of Mr. Carroll and the Board, he will hold an Operations Committee meeting to discuss this topic. The Advisory Board is strongly committed to an entrance fee requirement. The Advisory Board's proposed policy makes good sense when talking about communities like Ashland, North Reading and Tri-Town. Mr. Favaloro noted that he did not want to delay Dedham-Westwood's application for additional water when it comes before the Board for a vote.

Mr. Foti asked how the policy works if a community joins the system for 1 million gallons per day (MGD) and five years later they want to increase it to 6 MGD. We don't go back for an entrance fee for the increased amount? Mr. Favaloro stated that he would. Ms. Heidell stated we should be charging a community that goes over its limit; we don't want communities to be under-estimating their needs.

Mr. Foti asked where the Authority draws the line. If a community has been a member since day one, what happens? Ms. Heidell responded that nothing would happen.

Mr. Foti asked if the Authority gives a credit back if the allotted amount of water is not fully used. He stated that he has a problem with charging a community twice. Mr. Barrera agreed with Mr. Foti's perspective. The Board should adopt a policy that says that the MWRA is "open for business."

Mr. Carroll said there is a big difference in encouraging communities to come into the system and communities that "low-ball" their number.

Mr. Flanagan asked if a range is provided when a community buys into the system. Mr. Favaloro stated that if a community has a contract for 1 MGD and uses 1.4 MGD, it is in violation. That 0.4 MGD has not been contracted for. Policies in place for contract communities are dealt with differently than member communities. Member communities have full use. Ms. Heidell added that partial users that were in place as part of the Metropolitan District Commission (MDC) renew their contracts every ten years; if they justify their numbers, they are entitled to increase their usage. Mr. Favaloro noted that the Advisory Board has an educational video on its website that explains [entrance fees](#).

Mr. Barrera stated that it seems that most people would like them to pay for the new impact. He recommended adopting the policy that new communities can pay over 25 years. Mr. Laskey stated that a staff summary would be prepared for the November meeting.

Mr. Pappastergion said Dedham-Westwood's request is under the existing policy. Ms. Heidell stated that if we don't act now, they will be in violation of their contract. It would be best to get it taken care of by the end of the year.

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*This summary does not include every item discussed by the Board, nor the full extent of the discussions. Please contact Mary Ann McClellan at the Advisory Board office with questions, comments*