

**MWRA Board of Directors Meeting  
November 13, 2013  
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	*
Annual Meeting: Election and Appointment of MWRA Officers and Committee Assignments				*
Report of the Executive Director	n/a	n/a	n/a	*
MOU and FAA with the City of Cambridge for Implementation of CSO Projects, Amendment 11 and Progress of Cambridge-Implemented CSO Projects and Projected Financial Assistance through March 2014	Approval	<ul style="list-style-type: none"> <li>Executed Amendment 11 to MOU and FAA</li> <li>Increased by \$14,206,449 to \$93,403,787</li> <li>Extended Term 12 months to Dec 31, 2016</li> </ul>	Unanimous	
Appointment of Senior Program Manager, Engineering and Construction	Approval	<ul style="list-style-type: none"> <li>Appointed William G. Sullivan, P.E.</li> <li>Salary: \$112,540.89 (Unit 9/Grade 30)</li> <li>Effective: November 16, 2013</li> </ul>	Unanimous	
Dental Insurance: Dental Service of Massachusetts, Inc., d/b/a Delta Dental of Massachusetts, Contract A591	Contract Award	<ul style="list-style-type: none"> <li>Not to Exceed \$320,000</li> <li>Term: Jan 1, 2014 to Dec 31, 2014</li> <li>Options: Up to three 12-month renewals as approved by the Board</li> </ul>	Unanimous	*
Annual Maintenance of the Maximo System: IBM Corporation	Contract Award	<ul style="list-style-type: none"> <li>Approved sole source purchase order for renewal of annual maintenance agreement</li> <li>Purchase Order Amount: \$150,010.54</li> <li>Term: Jan 1, 2014 through Dec 31, 2014</li> </ul>	Unanimous	
Harbor and Outfall Monitoring 2014-2017: Battelle, Inc., Contract OP-216A; Normandeau Associates, Inc., Contract OP-216B	Contract Award	<ul style="list-style-type: none"> <li>Approved Contract OP-216A – Batelle</li> <li>Not to Exceed: \$2,114,619.08</li> <li>Term: 48 months from Notice to Proceed</li> <li>Approved Contract OP-216B - Normandeau Associates, Inc.</li> <li>Not to Exceed: \$1,315,527.21</li> <li>Term: 46 months from Notice to Proceed</li> </ul>	Unanimous	*
Cooperative Research Project with Provincetown Center for Coastal Studies to Conduct Water Quality Monitoring in Cape Cod Bay, Contract OP-222	Contract Award	<ul style="list-style-type: none"> <li>Contract Amount: \$329,718</li> <li>Term: Three Years from Notice to Proceed</li> </ul>	Unanimous	*
Agency-Wide Technical Assistance Consulting Services: Dewberry Engineers, Inc., Contract 7436; Fay, Spofford & Thorndike, LLC, Contract 7437; Hazen and Sawyer, P.C., Contract 7456	Contract Award	<ul style="list-style-type: none"> <li>Each in an Amount Not to Exceed: \$550,000</li> <li>Term: One Year from Notice to Proceed</li> </ul>	Unanimous	*
Supply and Delivery of Sodium Hypochlorite to the Deer Island Treatment Plant: JCI Jones Chemicals, Inc., Bid WRA-3709	Contract Award	<ul style="list-style-type: none"> <li>Not to Exceed: \$1,138,060</li> <li>Term: Nov 17, 2013 through Nov 16, 2014</li> </ul>	Unanimous	*
Supply and Delivery of Polymer to the Deer Island Treatment Plant, Polydyne, Inc., WRA-3373, Amendment 1	Contract Amendments /Change Orders	<ul style="list-style-type: none"> <li>Extended Contract Term by Two Years to February 22, 2016</li> <li>Contract Increase of \$737,100 at same unit bid price</li> </ul>	Unanimous	
Thermal and Hydro Power Plant Maintenance, Deer Island Treatment Plant: O'Connor Constructors, Inc., Contract S500, Change Order 5	Contract Amendments /Change Orders	<ul style="list-style-type: none"> <li>Increased: Amount Not to Exceed: \$75,925</li> <li>Term: Extended 120 Calendar Days to April 12, 2014</li> </ul>	Unanimous	

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First Quarter FY14 Orange Notebook	Information	<ul style="list-style-type: none"> <li>Despite low rainfall levels, Quabbin Reservoir ended the quarter at 91.2% full</li> <li>Dry weather kept 12-month running avg flow at Clinton WWTP below NPDES permit limit for 13<sup>th</sup> consecutive month</li> <li>Deer Island flow was 5.5% lower than normal, resulting in 11.1% less power used for pumping</li> </ul>	n/a	*
Update on the 2013 MWRA Water and Wastewater Master Plan	Information	<ul style="list-style-type: none"> <li>Total needs identified for the FY14-53 Master Plan timeframe (in current dollars): water system - approximately \$1.5 billion; wastewater system – more than \$2.5 billion.</li> </ul>	n/a	
Delegated Authority Report – October 2013	Information	<ul style="list-style-type: none"> <li>No critical need purchases were made</li> <li>All purchases were planned and budgeted</li> </ul>	n/a	
FY14 Financial Update and Summary as of October 2013	Information	<ul style="list-style-type: none"> <li>YTD expenses lower than budget by \$3.9 million (1.8%); total revenues over budget by \$414,000 (0.2%) - net variance of \$4.3 million</li> <li>FY14 YTD spending totals \$27.7 million, \$15.6 million (36.1%) lower than budget</li> <li>Excluding I/I, LWP and CSO programs, under-spending is \$5.8 million, or 21.7%</li> </ul>	n/a	*
Workers' Compensation Program Review	Information	<ul style="list-style-type: none"> <li>Overall spending and claims trends have been steady</li> </ul>	n/a	*
Changes to Number of Industrial Permit Holders and Impacts on Charges	Information	<ul style="list-style-type: none"> <li>Staff provided a review of the last ten years of permits issued, charges collected, and identified specific permit/industry types where reductions have occurred and why</li> </ul>	n/a	*
2012 Deer Island Outfall Monitoring Overview	Information	<ul style="list-style-type: none"> <li>No adverse impacts from Outfall were found</li> </ul>	n/a	
Update on Lead and Copper Rule Compliance – 2013	Information	<ul style="list-style-type: none"> <li>System-wide lead levels in Sept 2013 sampling round were below Action Level of 15 ppb for 18<sup>th</sup> consecutive round</li> <li>Copper standards continue to be met</li> </ul>	n/a	*

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

Arlington • Ashland • Bedford • Belmont • Boston • Braintree • Brookline  
Dedham • Everett • Framingham • Hingham • Holbrook • Leominster  
Medford • Melrose • Milton • Nahant • Natick • Needham • Newton  
Revere • Saugus • Somerville • South Hadley • Southborough • Stoneham  
Watertown • Wellesley • Weston • Westwood • Weymouth • Wilbraham



Burlington • Cambridge • Canton • Chelsea • Chicopee • Clinton  
Lexington • Lynn • Lynnfield • Malden • Marblehead • Marlborough  
Northborough • Norwood • Peabody • Quincy • Randolph • Reading  
Stoughton • Swampscott • Wakefield • Walpole • Waltham  
Wilmington • Winchester • Winthrop • Woburn • Worcester

MWRA Advisory Board Summary  
of the  
MWRA Board of Directors Meeting  
Wednesday, November 13, 2013

A meeting of the Board of Directors of the Massachusetts Water Resources Authority was held on November 13, 2013 at the Charlestown Navy Yard. **Present:** Chair Richard Sullivan and Joel Barrera, Gubernatorial Appointees; John Carroll, Andrew Pappastergion and Joseph Foti, Advisory Board Representatives; Kevin Cotter, Henry Vitale and Brian Swett, City of Boston Representatives; Jack Walsh, City of Quincy Representative; Paul Flanagan, Town of Winthrop Representative. **Absent:** Jennifer Wolowicz, Gubernatorial Appointee.

**Report of the Chair**

Chairman Richard Sullivan acknowledged the efforts and leadership of Boston Mayor Thomas Menino and the environmental community to incorporate green solutions into future development to combat the effects of climate change.

**Annual Meeting: Election and Appointment of MWRA Officers and Committee Assignments**

The Board voted to: (1) designate the November 13, 2013 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 election of officers; (2) elect John Carroll as Vice-Chairman of the Board; and (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.

Chairman Sullivan offered his thanks to the Board members for their level of commitment.

**Report of the Executive Director**

MWRA Executive Director Fred Laskey stated that the Authority continues to have conversations with the Tri-Town communities (Braintree, Holbrook and Randolph); there seems to be a rejuvenation of interest. Board member Joel Barrera stated that he has seen a lot of interest from people in the proposed water and wastewater infrastructure bill, noting that the MWRA could be a long-term solution for Middleton and other communities with potential water needs.

Mr. Laskey noted that the Aqueduct Trails Program has been very popular, especially the Framingham and Natick sections.

The Northern Intermediate High security drill went well and we learned important lessons if a PVC pipe should blow out of the ground.

## Approvals

### **Memorandum of Understanding and Financial Agreement with the City of Cambridge for Implementation of CSO Projects, Amendment 11, and Progress of Cambridge-Implemented CSO Projects and Projected Financial Assistance through March 2014**

The Board voted to authorize the Executive Director, on behalf of the Authority, to execute Amendment 11 to the *Memorandum of Understanding and Financial Agreement with the City of Cambridge for Implementation of CSO Projects*, increasing the award amount by \$14,206,449 from \$79,377,337 to \$93,403,787 and extending the term of the agreement by 12 months from December 31, 2015 to December 31, 2016.

### **Appointment of Senior Program Manager, Engineering and Construction**

The Board voted to approve the Executive Director's recommendation to appoint William G. Sullivan to the position of Senior Program Manager, Engineering and Construction Department, Operations Division (Unit 9/Grade30) at an annual salary of \$112,540.89 to be effective on November 16, 2013.

## Contract Awards

### **Dental Insurance: Dental Service of Massachusetts, Inc., d/b/a Delta Dental of Massachusetts, Contract A591**

The Board voted to approve the recommendation of the Consultant Selection Committee to select Dental Service of Massachusetts, Inc., d/b/a Delta Dental of Massachusetts to provide dental insurance to eligible employees, as presented and filed with the records of the meeting, and to authorize the Executive Director, on behalf of the Authority, to execute Contract A591 with Dental Service of Massachusetts, Inc. in an amount not to exceed \$320,000.00 for a term of twelve months from January 1, 2014 through December 31, 2014. Further, options to renew the contract for up to three additional twelve-month periods may be approved by the Board of Directors.

Board Member Jack Walsh asked how many employees are in the program. Benefits and Human Resources Manager Andrea Murphy stated there are 275 employees in the program, with 207 family plans covering the employee, their spouse and children, and 68 individual policies. Including the spouses and family members, the plan covers 770 people.

Ms. Murphy noted that the MWRA pays for 90% of the premium, while the employee pays the remaining 10%. Preventative maintenance is covered at 100%, fillings at 80% and major work at 50%. With this plan, the annual maximum is being increased from \$1,000 to \$1,250. Mr. Walsh stated that though this is an improvement over the last plan, the Authority still needs a better plan.

Board Member Henry Vitale asked if the Authority confirms that the dependents on the family plan are actually related. Ms. Murphy responded in the affirmative; the MWRA requires a copy of marriage and birth certificates.

### **Annual Maintenance of the Maximo System: IBM Corporation**

The Board voted to approve the award of a sole source purchase order for the renewal of the annual maintenance agreement for the Maximo System to IBM Corporation, and to authorize the Executive Director, on behalf of the Authority, to execute and deliver said purchase order in the amount of \$150,010.54 for the service period of January 1, 2014 through December 31, 2014.

### **Harbor and Outfall Monitoring 2014-2017: Battelle, Inc., Contract OP-216A; Normandeau Associates, Inc., Contract OP-216B**

The Board voted to approve the recommendation of the Consultant Selection Committee to select two separate firms to provide Harbor and Outfall Monitoring services from 2014 to 2017 and to authorize the Executive Director, on behalf of the Authority, to execute two separate contracts as follows: (1) Contract OP-216A with Battelle in an amount not to exceed \$2,114,619.08 for a term of 48 months from the Notice to Proceed; and (2) Contract OP-216B with Normandeau Associates, Inc. in an amount not to exceed \$1,315,527.21 for a term of 46 months from the Notice to Proceed.

Board Member John Carroll asked if this monitoring program was ever going to end. Director of Environmental Quality Betsy Reilley said the program will not be ending any time soon. EPA has indicated it will be including this monitoring in the next permit and there will be some small reductions in the program.

Mr. Carroll asked if the Authority has seen any improvement. Ms. Reilley stated that there has been improvement in Boston Harbor. There had been concern in the outfall area; however, staff has not seen adverse affects from the outfall.

Mr. Carroll stated that the MWRA used to report these findings and got publicity. Ria Convery, Special Assistant to the Executive Director, stated that there have been internal discussions on this topic and staff is planning to produce a report.

Mr. Laskey noted that in a ceremony honoring Mayor Menino on his legacy, cleanup of the harbor got one mention. The MWRA needs to do a better job of advertising its success.

### **Cooperative Research Project with Provincetown Center for Coastal Studies to Conduct Water Quality Monitoring in Cape Cod Bay, Contract OP-222**

The Board voted to approve the award of Contract No. OP-222, a sole-source contract for a Cooperative Research Project to Conduct Water Quality Monitoring in Cape Cod Bay, to the Provincetown Center for Coastal Studies and to authorize the Executive Director, on behalf of the Authority, to execute and deliver said contract in the amount of \$329,718.00 for a term of three years from the Notice to Proceed.

Mr. Carroll asked if this is needed. Ms. Reilley stated that it is required; it is good team work for MWRA staff. Mr. Carroll asked if staff continues to tell people on the Cape that it wasn't the MWRA that polluted Cape Cod Bay. Ms. Reilley said they help us with that responsibility.

**Agency-Wide Technical Assistance Consulting Services: Dewberry Engineers, Inc., Contract 7436; Fay, Spofford & Thorndike, LLC, Contract 7437; Hazen and Sawyer, P.C., Contract 7456**

The Board voted to approve the recommendation of the Consultant Selection Committee to select three separate firms, Dewberry Engineers, Inc., Fay, Spofford & Thorndike, LLC, and Hazen and Sawyer, P.C., to provide agency-wide technical assistance consulting services and to authorize the Executive Director, on behalf of the Authority, to execute Contract 7436 with Dewberry Engineers, Inc., Contract 7437 with Fay, Spofford & Thorndike, LLC, and Contract 7456 with Hazen and Sawyer, P.C., each in an amount not to exceed \$550,000.00 and for a term of one year from the Notice to Proceed.

Mr. Laskey stated in response to a Board member's question at a previous meeting, staff has created blanket contracts for all three technical assistance consultants. This is an important part of the MWRA's engineering services. Staff has recommended a one-year contract for all three vendors, which will provide time for staff to determine how to move forward. One of the options is to come back for another year under that bid if staff decides that it has it right. Staff believes this is a reasonable approach.

Board Member Joseph Foti asked if these vendors were the same three firms that were brought before the Board previously. Mr. Laskey stated that these are the same three firms and they have all graciously agreed to participate under a one-year contract. MWRA Chief Operating Officer Michael Hornbrook reiterated the importance of this contract to not lose any momentum.

Mr. Walsh questioned why staff is recommending three technical consultants; could these services be provided by just one or two firms? MWRA Chief Engineer Jae Kim noted that one company's capacity may not be large enough to handle all of this work. The vendors will be paid on an "as-used" basis for their services. Mr. Walsh asked if staff would pick the company that best suits the work; staff replied in the affirmative.

**Supply and Delivery of Sodium Hypochlorite to the Deer Island Treatment Plant: JCI Jones Chemicals, Inc., Bid WRA-3709**

The Board voted to approve the award of Purchase Order Contract WRA-3709 for the supply and delivery of sodium hypochlorite to the Deer Island Treatment Plant to the lowest eligible and responsible bidder, JCI Jones Chemicals, Inc., and to authorize the Executive Director, on behalf of the Authority, to execute and deliver said contract in an amount not to exceed \$1,138,060.00 for a term of one year from November 17, 2013 through November 16, 2014.

Mr. Carroll asked how many trucks per day travel with various types of materials through Winthrop. Director of the Deer Island Treatment Plant Dan O'Brien stated that approximately 15 to 18 trucks per day come to Deer Island, with nine to ten of the trucks being considered large.

## **Contract Amendments / Change Orders**

### **Supply and Delivery of Polymer to the Deer Island Treatment Plant: Polydyne, Inc., WRA-3373, Amendment 1**

The Board voted to authorize the Executive Director, on behalf of the Authority, to approve Amendment No. 1 to Purchase Order Contract No. WRA-3373 with Polydyne, Inc., Supply and Delivery of Polymer to the Deer Island Treatment Plant extending the contract term by two years in accordance with the option included in the original procurement, from February 22, 2014 through February 22, 2016 and to increase the amount by \$737,100.00 at the same unit bid price.

### **Thermal and Hydro Power Plant Maintenance, Deer Island Treatment Plant: O'Connor Constructors, Inc., Contract S500, Change Order 5**

The Board voted to authorize the Executive Director, on behalf of the Authority, to approve Change Order No. 5 to increase the amount of Contract No. S500 with O'Connor Constructors, Inc., Thermal and Hydro Power Plant Maintenance, Deer Island Treatment Plant, in an amount not to exceed \$75,925.00 and to extend the term by 120 calendar days from December 13, 2013 to April 12, 2014.

## **Information**

### **First Quarter FY14 Orange Notebook**

MWRA Chief Operating Officer Michael Hornbrook provided the Board with a [PowerPoint](#) update on the First Quarter FY14 Orange Notebook.

Mr. Carroll stated that since the MWRA generates such a small amount of electricity with wind, has staff considered a wind farm. Mr. Laskey stated that the MWRA has tentative approval for five wind turbines per the Federal Aviation Administration. Additionally, grant money is not currently available, making the payback for wind turbines too long.

With regard to the Inflow/Infiltration (I/I) Program, Mr. Carroll asked if there is any reason that it couldn't be doubled or tripled. Mr. Laskey said staff would work with the Advisory Board to look at the program and will defer to the Advisory Board on whether the program should be increased. MWRA Advisory Board Executive Director Joseph Favaloro stated that there will be an Operations Committee meeting on December 4 and will look at various scenarios. Mr. Laskey noted that one question would be whether the communities have the capacity to do more projects. He stated that it was his sense that staff would recommend an increase to the program.

### **Update on the 2013 MWRA Water and Wastewater Master Plan**

The 2013 Master Plan was used as a reference to help guide development of the Capital Improvement Program (CIP) spending cap for FY14-18. The Master Plan is intended to be a companion document to the CIP to facilitate staff and Advisory Board recommendations and allow for comparison of future investment needs

between different parts of the water and wastewater systems. All system spending is evaluated against the backdrop of rates management.

To view the PowerPoint presentation that was made to the MWRA Board of Directors on the 2013 MWRA Water and Wastewater Master Plan, please click [here](#).

### **Delegated Authority Report – October 2013**

Director of Administration and Finance Rachel Madden highlighted the October 2013 delegated authority purchases. There were no critical need purchases made; all purchases were planned and budgeted.

### **FY14 Financial Update and Summary as of October 2013**

Staff summarized the information presented in the staff summary.

Board Member Henry Vitale asked if there had been any change in the mindset regarding Other Post-Employment Benefits (OPEB). Director of Administration and Finance Rachel Madden stated that there have been ongoing discussions with the Advisory Board and the MWRA continues with the strategy of paying off the pension liability first. Staff would need to come before the Board to explore opening an irrevocable trust for the OPEB liability, which continues to grow and could have an impact with the rating agencies. To date, the rating agencies approve the current strategy. Mr. Laskey stated when the pension liability is fully funded, staff would then make a recommendation to establish an irrevocable trust.

Mr. Barrera stated that he would like to reengage on this topic; since half of the Board has turned over, perhaps this conversation could be revisited.

### **Workers' Compensation Program Review**

Staff provided the Board with a comprehensive workers' compensation presentation with a longer range view. An analysis of spending and claims trends over recent years shows the overall trends have been steady.

Mr. Walsh asked about a breakdown of ages for workers' compensation cases. Assistant Manager of Workers' Compensation and Labor Relations Emily Dallman stated that more cases come from workers in the 40 to 50 year range, with repetitive injuries such as sore knees and carpal tunnel syndrome.

Board Member Andrew Pappastergion asked if everyone is covered under workers' compensation. Ms. Dallman replied in the affirmative.

Board Member Henry Vitale asked what facility the MWRA uses to evaluate the injuries. Ms. Dallman said the MWRA cannot direct an injured employee to a particular hospital; however, the employee is usually taken to the nearest emergency room.

Mr. Barrera asked Mr. Vitale if these scenarios look familiar from a Boston Water and Sewer Commission perspective. Mr. Vitale said it does; it seems like the Authority is doing a good job.



## **Changes to Number of Industrial Permit Holders and Impacts on Charges**

Director of Toxic Reduction and Control (TRAC) Carolyn Fiore provided the Board with information in response to questions from the Board concerning the fluctuations in the number of permitted industries and their impacts on the annual permit charges by MWRA. Staff provided a review of the last ten years of permits issued, the charges collected, and identified specific permit/industry types where reductions have occurred and why.

Mr. Walsh asked how the MWRA determines who is contributing the higher concentrations. Ms. Fiore stated that the MWRA has an industrial survey that goes out to dischargers. Except for Boston and Cambridge, municipal permits require that communities notify the MWRA every year.

Mr. Walsh asked what percentage of costs are returned from violations. Ms. Fiore stated that 55% of the TRAC budget comes from permit charges. It has varied between 52% and 67% over the last ten years. Ms. Fiore noted that staff will be back before the Board before the end of the fiscal year with recommendations on whether the MWRA is collecting the right amount; the Authority does not want to drive industries out.

## **2012 Deer Island Outfall Monitoring Overview**

Staff provided the Board with its annual report that found that during the second year of its more streamlined monitoring plan, staff continued to capture important ecological events in the Bay and no adverse impacts from the outfall were found.

MWRA's Harbor and Outfall Monitoring 2012 Results presented to the Board can be found [here](#), along with a [video](#) that was also presented to the Board.

The full 2012 Outfall Monitoring Overview is located [here](#).

## **Update on Lead and Copper Rule Compliance – 2013**

Director of Planning Stephen Estes-Smargiassi and Public Health Project Manager Joshua Das noted that MWRA system-wide lead levels in the September 2013 sampling round were below the Action Level of 15 parts per billion (ppb) again for the 18<sup>th</sup> consecutive sampling round. MWRA system-wide 90<sup>th</sup> percentile value for calendar year 2013 is 6.3 ppb. Two communities were individually above the Lead Action Level. MWRA continues to meet the copper standard.

Board Member Henry Vitale asked what the Authority does when it notifies a city or town and they don't respond. Mr. Estes-Smargiassi stated that the MWRA provides technical assistance to communities and hasn't had an instance where a community has not responded; however, there are communities that have been late in meeting their requirements. DEP applies sanctions.

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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*