

**MWRA Board of Directors Meeting
June 4, 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	*
MWRA FY15 Insurance Program Renewal	Approval	<ul style="list-style-type: none"> Total program amount not-to-exceed \$1,668,684, which is \$24,985 or 1.5% less than expiring FY14 program Term: July 1, 2014 through June 30, 2015 	Unanimous	
Wastewater Advisory Committee (WAC) Contract	Approval	<ul style="list-style-type: none"> Total Contract Cost: \$65,689 Term: July 1, 2014 to June 30, 2015 WAC offers independent advice on MWRA wastewater programs and policies 	Unanimous	
Water Supply Citizens Advisory Committee (WSCAC) Contract	Approval	<ul style="list-style-type: none"> Total Contract Cost: \$97,580 Term: July 1, 2014 to June 30, 2015 WSCAC offers advice on water supply planning and programming 	Unanimous	
Emergency Water Supply Agreement with the Town of Hudson	Approval	<ul style="list-style-type: none"> Approved a third six-month agreement Agreement ends: January 1, 2015 Hudson will pay MWRA prevailing rate plus 10% premium, as well as 110% of two-thirds of the annual payment associated with the asset value contribution amortized with interest over 15 years 	Unanimous	
Local Water System Assistance Program – Approval of Water Loan Program Guidelines Revision for the Town of Winthrop	Approval	<ul style="list-style-type: none"> Approved one-time exemption to guidelines Waived annual allocation restriction to allow Town to borrow up to its entire \$2,287,000 remaining water loan allocation 	Unanimous	*
PCR Amendments – June 2014	Approval	<ul style="list-style-type: none"> 2 Title amendments Annual Cost Estimates: -\$9,757 to \$12,263 Actual costs dependent on salary of future hire 	Unanimous	
Appointment of Assistant Director, Construction	Approval	<ul style="list-style-type: none"> Appointed: Ms. Eleanor Duffy Operations Division, Non-Union, Grade 14 Annual Salary: \$121,431 Commencing: June 9, 2014 	Unanimous	
Appointment of Manager of Treatment and Transmission	Approval	<ul style="list-style-type: none"> Appointed: Mr. Bradley J. Palmer Operations Division, Non-Union Grade 14 Annual Salary: \$121,431 Commencing: June 9, 2014 	Unanimous	
Appointment of Senior Sampling Associate, Toxic Reduction and Control	Approval	<ul style="list-style-type: none"> Appointed: Mr. Thomas J. Coffey Unit 9, Grade 25 Annual Salary: \$92,567.13 Commencing: June 9, 2014 	Unanimous	
Appointment of Senior Staff Engineer, Structural	Approval	<ul style="list-style-type: none"> Appointed: Mr. Bhikhubhai S. Khalifa, P.E. Unit 9, Grade 25 Annual Salary: \$92,567.13 Effective: To be determined by Exec Director 	Unanimous	*
Janitorial Services at MWRA's Western Facilities, Inc., WRA-3848Q	Contract Award	<ul style="list-style-type: none"> Awarded: S.J. Services, Inc. Provide services to four facilities Amount not-to-exceed \$250,608 Term: August 1, 2017 to July 31, 2017 	Unanimous	*
Preliminary Design and Owner's Representative Services for the Spot Pond Storage Facility: Camp Dresser & McKee, Inc., Contract 7233, Amendment 1	Contract Amendments /Change Orders	<ul style="list-style-type: none"> Extended contract term by 28 months, from July 22, 2014 to November 22, 2016 Reallocated unused funds in certain tasks within the contract No overall increase in contract amount 	Unanimous	*
2013 Annual Water Quality Report (Consumer Confidence Report)	Information	<ul style="list-style-type: none"> Annual Report will be mailed to every household in MWRA's service area between June 2 and June 23, 2014 Report emphasizes excellent source water, test results from reservoir to tap and indicates system-wide that MWRA again met the Lead and Copper Rule 	n/a	*

■ Administration and Finance
 ■ Wastewater
 ■ Water
 ■ Personnel
 * 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, June 4, 2014

A meeting of the Board of Directors of the Massachusetts Water Resources Authority was held on June 4, 2014 at the Charlestown Navy Yard. **Present:** Joel Barrera and Jennifer Wolowicz, Gubernatorial Appointees; John Carroll and Andrew Pappastergion, Advisory Board Representatives; Henry Vitale, Kevin Cotter and Brian Swett, City of Boston Representatives; Jack Walsh, City of Quincy Representative; Paul Flanagan, Town of Winthrop Representative. **Absent:** Chair Richard Sullivan, Gubernatorial Appointee; Joseph C. Foti, Advisory Board Representative.

Report of the Chair

In the absence of Chairman Richard Sullivan, Board Member John Carroll served as the Chairman of the meeting. Mr. Carroll introduced Maeve Bartlett, who is the incoming Secretary of the Executive Office of Energy and Environmental Affairs. Secretary Sullivan is joining the Governor's office to become Chief of Staff. Ms. Bartlett stated that she is looking forward to her new role.

Mr. Carroll thanked both the MWRA and Advisory Board staffs for their efforts on the FY15 Proposed CIP and CEB.

Report of the Executive Director

MWRA Executive Director Fred Laskey reported that the major leak at the Chicopee Valley Aqueduct (CVA) near Shea Avenue has been repaired and the CVA is online and in full service. Further, the Quabbin Ultraviolet (UV) facility had an issue with a valve that wouldn't allow testing of the UV; staff has successfully by-passed that valve and are installing a new valve so that the Authority can test UV and be online in time to meet the mandated schedule.

Mr. Laskey said he was pleased and honored to say that the Deer Island Treatment Plant received the "Platinum Award" from the National Association of Clean Water Agencies. It is the seventh year in a row that the Deer Island plant has not had a violation.

Harassment prevention training for Authority staff has just begun; all employees are required to take the training through the Massachusetts Commission Against Discrimination.

Staff has been trying, on their own time, to encourage a pair of falcons to nest at Deer Island. This year there are between two and three peregrines that have hatched out. The Department of Fish and Wildlife will be coming out to tag them.

In regard to co-digestion, the Coast Guard has determined that the slurry would not be treated as a fuel, reducing permit requirements. The MWRA also had soundings completed on whether dredging would be required at the pier; the first report says that no dredging will be required.

Waste Management has received a “pre-fabricated” building for the Charlestown location and received some of the permits they will need.

Staff continues to do analysis on where to store the product on the island. Because Waste Management would have to barge, the hope was to barge larger amounts in fewer trips, which would require storing some material on the island.

Mr. Carroll asked when the food waste removal requirement is to begin. Deer Island Wastewater Treatment Plant Director David Duest stated that the new regulations go into effect on October 1, 2014. Mr. Carroll said the MWRA is spending capital money on a pilot program that theoretically cannot be proven successful. Mr. Laskey stated that, to date, the Authority did spend \$500,000; of that, \$300,000 was received in grants. Staff will seek further grants from the state to make up the difference.

MWRA Chief Operating Officer Michael Hornbrook added that staff is still trying to firm up the costs to bring to the Board. The MWRA initially got grants and were making minor modifications; when barging came up, staff required more information to seek firm costs.

Mr. Carroll asked where the piping costs are. Mr. Hornbrook said that staff is still trying to determine that. When the size of the barge is determined, staff will know what size the pipes will need to be on the island. Deputy Chief Operating Officer John Vetere added that pumps on the barge would convey 700 feet to 800 feet from the pier to the gravity thickener. Glass-lined pipe will be used and installed by MWRA staff.

Board Member Joel Barrera stated that the state has a great interest in this program and the City of Boston is supportive.

Board Member Brian Swett said staff is still evaluating if this makes sense but the potential outcome is huge and he is excited about the benefit.

Mr. Carroll said he hasn't seen a preliminary outline for this report. Capital costs, operating costs, benefits received, and whether this is positive or negative for the restaurants, etc. that have to comply with this. How many institutions will this affect? Mr. Swett stated that the state regulations on food waste are already final. Mr. Carroll asked, “have we, as a Board, seen how this whole program is going to work?” Mr. Laskey said staff can lay out the program in one staff summary. He stated, “this process will work; it is just a matter of how well and the cost to get there.”

Mr. Carroll asked what the ancillary impacts are. What are the impacts to Charlestown and Winthrop? How many vehicles per day will be going through Charlestown to the receiving facility? The Board needs to know the traffic impacts and an estimation on the impacts for 1,700 institutions. Mr. Swett said that is not a topic

for this Board to debate because it is already done. He stated that he is more than comfortable on the volume of trucks. Mr. Carroll asked, “can we see those numbers please?”

Mr. Laskey said the June 25th meeting will be utilized to approve the FY15 budgets.

Hearings on the Draft FY15 Capital Improvement Program and Current Expense Budget

Prior to the Committee meetings, a hearing was held on the MWRA’s Proposed FY15 CIP and CEB, with the Advisory Board offering its *Integrated Comments and Recommendations* and the MWRA making an FY15 Draft Final Budget Hearing Presentation.

Board Member Henry Vitale commended MWRA and Advisory Board staff, stating that they did an outstanding and thoughtful job with the CIP and CEB budgets.

Approvals

MWRA FY15 Insurance Program Renewal

The Board voted to authorize the Executive Director, on behalf of the Authority, to award to the lowest eligible and responsive bidders, insurance policies, bonds and contracts for services for MWRA’s FY15 Insurance Program, for the period beginning July 1, 2014 through June 30, 2015, for the premiums and fees described below, and incorporated by reference for the record, for a total program amount not-to-exceed \$1,668,684: (1) Workers’ Compensation Excess Policy with New York Marine Insurance Co. submitted by broker Willis of Massachusetts, with a \$25 million limit and a \$500,000 self-insured retention, for a premium of \$146,016; (2) Property Policy (including Boiler and Machinery coverage) with FM Global Insurance Co., with various limits of coverage with a \$2.5 million self-insured retention, for a premium of \$725,197; (3) General Liability Policies (including Automobile Liability, Marine Liability, Wharfingers, and Employment Practice Liability) with C.V. Starr/Civic Risk Insurance Companies submitted by broker William Gallagher Associates, with a \$25 million limit and a \$2.5 million self-insured retention, for a premium of \$357,118; (4) Excess Liability Policies with insurance companies to be determined and submitted by broker William Gallagher Associates, providing a combined total of \$75 million of excess liability coverage for a total combined premium not-to-exceed \$300,000; (5) Public Official’s Liability Policy with ACE USA Insurance Co., submitted by broker William Gallagher Associates, with a \$5 million limit and a \$1 million deductible, for a premium of \$47,187; (6) Fiduciary Liability Policy with AXIS Insurance Co., submitted by broker William Gallagher Associates, with a \$5 million limit and a \$1 million deductible, for a premium of \$10,902; (7) Public Official’s/Crime Bond with The Hartford Insurance Co., submitted by broker William Gallagher Associates, with a \$1 million limit and a \$25,000 deductible for a premium (including commission) of \$6,714; (8) Treasurer’s Bond with a \$1 million limit with a vendor to be determined in an amount not-to-exceed \$3,300, with a one-year term beginning February 5, 2015; and (9) Broker contracts with William Gallagher Associates for an amount of \$57,000 and with Willis of Massachusetts for an amount of \$15,250, with a term beginning from notice of award through June 30, 2015.

Wastewater Advisory Committee Contract

The Board voted to authorize the Executive Director, on behalf of the Authority, to execute a contract, substantially in the form presented and filed with the records of the meeting, with the Wastewater Advisory Committee for a term of one year, from July 1, 2014 to June 30, 2015, for a total contract cost of \$65,689.

Water Supply Citizens Advisory Committee Contract

The Board voted to authorize the Executive Director, on behalf of the Authority, to execute a contract, substantially in the form presented and filed with the records of the meeting, with the Water Supply Citizens Advisory Committee for a one-year period beginning July 1, 2014, with a total contract cost of \$97,580.

Emergency Water Supply Agreement with the Town of Hudson

The Board voted to authorize the Executive Director, on behalf of the Authority, to execute a six-month Emergency Water Supply Agreement with the Town of Hudson, substantially in the form presented and filed with the records of the meeting.

Local Water System Assistance Program – Approval of Water Loan Program Guidelines Revision for the Town of Winthrop

The Board voted to approve a one-time exemption to the Program Guidelines for the Local Water System Assistance Program to waive the annual allocation restriction for the Town of Winthrop to allow the Town to borrow up to its entire \$2,287,000 remaining water loan allocation.

Board Member Andrew Pappastergion asked if MWRA has done this in the past. Senior Program Manager Carl Leone stated that the Town of Reading had a similar request in 2013 because of water quality problems.

Mr. Pappastergion asked what would happen if the MWRA had a “run” on communities looking for advancements. Mr. Hornbrook stated that it hasn’t happened in 15 years. Mr. Laskey added that staff would be working with Advisory Board staff to develop a procedure where communities would give the Authority some notice; this case was a dire situation.

MWRA Advisory Board Executive Director Joseph Favaloro stated that he hoped there would be more instances where communities are expediting to improve their local systems. The Advisory Board supports Winthrop’s request, as it did Reading’s request. Advisory Board staff will work with the Authority to help communities plan. That is what the money is for – to spend it to improve the system.

Mr. John Carroll asked if Winthrop has used its money. Mr. Leone stated that Winthrop has used \$1 million of the \$3.3 million that had been available to them.

Mr. Carroll asked why Winthrop has not done more. Board Member Paul Flanagan, who represents Winthrop, stated that the Town has a new Public Works Director who is aggressive. With the new Director, these monies will be spent.

Mr. Laskey stated that the use of these funds is good for the Authority; it is a positive sign that the program is moving in the right direction.

PCR Amendments – June 2014

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

Appointment of Assistant Director, Construction

The Board voted to approve the Executive Director's recommendation to appoint Ms. Eleanor Duffy (Unit 9, Grade 30) to the position of Assistant Director of Construction, Operations Division (Non-Union, Grade 14), at an annual salary of \$121,431 commencing on June 9, 2014.

Appointment of Manager of Treatment and Transmission

The Board voted to approve the Executive Director's recommendation to appoint Mr. Bradley J. Palmer (Non-Union, Grade 14) to the position of Manager, Treatment and Transmission, Operations Division (Non-Union, Grade 14), at an annual salary of \$121,431, commencing on June 9, 2014.

Appointment of Senior Sampling Associate, Toxic Reduction and Control

The Board voted to approve the Executive Director's recommendation to appoint Mr. Thomas J. Coffey (Unit 9, Grade 23) to the position of Senior Sampling Associate, Toxic Reduction and Control (Unit 9, Grade 25), at an annual salary of \$92,567.13, commencing on June 9, 2014.

Appointment of Senior Staff Engineer, Structural

The Board voted to approve the Executive Director's recommendation to appoint Mr. Bhikhubhai S. Khalifa, P.E., to the position of Senior Staff Engineer, Structural (Unit 9, Grade 25), at the recommended salary of \$92,567.13, to be effective on the date designated by the Executive Director.

Mr. Vitale asked how this position was advertised. Human Resources Director Robert Donnelly stated that the position was posted on external sites, such as Monster.com, Craig's List and engineering job forums.

Contract Awards

Janitorial Services at MWRA's Western Facilities: S.J. Services, Inc., WRA-3848Q

The Board voted to approve the award of Contract WRA-3848Q, Janitorial Services at the Carroll Water Treatment Plant, the Southborough Complex, the Records Center, and the Carroll Water Treatment Plant Warehouse, to the lowest eligible and responsible bidder, S.J. Services, Inc., and to authorize the Executive Director, on behalf of the Authority, to execute and deliver said contract in an amount not-to-exceed \$250,608, for a contract term of three years, from August 1, 2014 through July 31, 2017, in accordance with State Blanket Contract FAC81.

Mr. Vitale asked if there were Minority Business Enterprises/Women's Business Enterprises (MBE/WBE) requirements on this contract. Staff stated that this contract did not have those requirements.

Contract Amendments/Change Orders

Preliminary Design and Owner's Representative Services for the Spot Pond Storage Facility: Camp Dresser & McKee, Inc., Contract 7233, Amendment 1

The Board voted to authorize the Executive Director, on behalf of the Authority, to approve Amendment 1 to extend the term of Contract 7233, with Camp Dresser & McKee, Inc., Preliminary Design and Owner's Representative Services for the Spot Pond Storage Facility, by 28 months to November 22, 2016, and to reallocate unused funds in certain tasks within the contract, with no overall increase in contract amount.

Board Member Jack Walsh asked why there is a two-year extension with the warranty. Staff responded that with this being a design/build contract, the Authority wanted incentive to provide a comparable product. Mr. Walsh asked if staff wouldn't find issues in the first year. Mr. Hornbrook stated that this is the same procedure that was taken with both the Blue Hills and Norumbega Covered Storage Tanks.

Information

2013 Annual Water Quality Report (Consumer Confidence Report)

Director of Planning and Sustainability Stephen Estes-Smargiassi and Public Health Project Manager Joshua Das reported that the 2013 Annual Water Quality Report (Consumer Confidence Report) will be in the mail to MWRA water consumers beginning next week and will be completely mailed by the end of the month.

Mr. Pappastergion stated that staff has done a great job with the report. Mr. Estes-Smargiassi said the report is a great opportunity to communicate with the customers.