

**MWRA Board of Directors Meeting  
December 17, 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	*
FY16 Proposed Capital Improvement Program (CIP)	Approval	<ul style="list-style-type: none"> <li>Approved transmittal to Advisory Board for review and comment</li> <li>FY16 CIP : \$147.1 million projected spending               <ul style="list-style-type: none"> <li>Wastewater: \$96.7 million</li> <li>Water: \$41.6 million</li> </ul> </li> <li>FY16 is 3<sup>rd</sup> year of 5 year cap, which is underspent because of the exclusion of community assistance programs from the cap</li> </ul>	Unanimous	*
Renewal of Water Supply Continuation Agreements	Approval	<ul style="list-style-type: none"> <li>Renewed 10-year Water Supply Continuation Agreements with 9 communities</li> <li>Wakefield Water Continuation Agreement remains in effect until renewal in 2015</li> </ul>	Unanimous	*
Revision to Dedham-Westwood Water District's MWRA Withdrawal Limits	Approval	<ul style="list-style-type: none"> <li>Approved water withdrawal increase from 36.5 MGD to 73 MGD per year</li> <li>Subject to payment of additional entrance fee of \$556,727 to be paid over five years</li> </ul>	Unanimous	
PCR Amendments – December 2014	Approval	<ul style="list-style-type: none"> <li>8 Title changes</li> <li>1 Position eliminated</li> <li>1 Position created</li> <li>2 Location changes</li> <li>5 Grade changes</li> </ul>	Unanimous	
Appointment of Director, Human Resources	Approval	<ul style="list-style-type: none"> <li>Appointed: Karen Gay-Valente</li> <li>Salary: \$129,466 (Non-Union, Grade 16)</li> <li>Effective: Date determined by Exec. Director</li> </ul>	Unanimous	
Appointment of Manager, Operations Support	Approval	<ul style="list-style-type: none"> <li>Appointed: Robert G. Donnelly</li> <li>Salary: \$115,230 (Non-Union, Grade 14)</li> <li>Effective: Date determined by Exec. Director</li> </ul>	Unanimous	
Appointment of Manager, Employment, Human Resources	Approval	<ul style="list-style-type: none"> <li>Appointed: Andrea Murphy</li> <li>Salary: \$113,569.00</li> <li>Effective: Date determined by Exec. Director</li> </ul>	Unanimous	
Appointment of Assistant Manager, Labor Relations, Human Resources	Approval	<ul style="list-style-type: none"> <li>Appointed: Tomeka Cribb-Jones</li> <li>Salary: \$89,691.89 (Confidential 6, Grade 11)</li> <li>Effective: Date determined by Exec. Director</li> </ul>	Unanimous	
Appointment of Environmental Manager, Real Property and Environmental Management, Admin. & Finance	Approval	<ul style="list-style-type: none"> <li>Appointed: John Nelson</li> <li>Salary: \$114,229.01 (Unit 9, Grade 30)</li> <li>Effective: Date determined by Exec. Director</li> </ul>	Unanimous	
Appointment of Director, Intergovernmental Affairs	Approval	<ul style="list-style-type: none"> <li>Appointed: Sean A. Navin</li> <li>Salary: \$118,500 (Non-Union, Grade 15)</li> <li>Effective: Date determined by Exec. Director</li> </ul>	Unanimous	
Appointment of Deputy Director, Maintenance, Deer Island	Approval	<ul style="list-style-type: none"> <li>Appointed: Edward J. Regan</li> <li>Salary: \$125,717.51 (Non Union, Grade 15)</li> <li>Effective: Date determined by Exec. Director</li> </ul>	Unanimous	
Appointment of Sr. Program Manager, Engineering Services, Deer Island	Approval	<ul style="list-style-type: none"> <li>Appointed: Phillip D. Szottfried</li> <li>Salary: \$114,229.01 (Unit 9, Grade 30)</li> <li>Effective: December 20, 2014</li> </ul>	Unanimous	
Appointment of Construction Coordinator, Engineering and Construction	Approval	<ul style="list-style-type: none"> <li>Appointed: Lisa Bina</li> <li>Salary: \$100,953.99 (Unit 9, Grade 30)</li> <li>Effective: December 20, 2014</li> </ul>	Unanimous	
Appointment of Program Manager, Wastewater Operations	Approval	<ul style="list-style-type: none"> <li>Appointed: James MacPherson</li> <li>Salary: \$96,883.71 (Unit 9, Grade 29)</li> <li>Effective: December 20, 2014</li> </ul>	Unanimous	
Appointment of Regional Manager of Monitoring, TRAC	Approval	<ul style="list-style-type: none"> <li>Appointed: Lori LaPointe</li> <li>Salary: \$100,808.66 (Unit 9, Grade 29)</li> <li>Effective: December 20, 2014</li> </ul>	Unanimous	
VFD Additions, Secondary Oxygen Reactor Batteries A, B and C, Deer Island Treatment Plant, Contract 6877	Contract Award	<ul style="list-style-type: none"> <li>Awarded: Dagle Electrical Construction Corporation</li> <li>Amount: \$2,243,243</li> <li>Contract Term: 540 calendar days from NTP</li> </ul>	Unanimous	*

**MWRA Board of Directors Meeting  
December 17, 2014  
Voting Summary Sheet**

Management, Operation and Maintenance of the Union Park Pump Station/CSO Facility and the Unmanned Stations, Contract S506, Amendment 1	Contract Amendments /Change Orders	<ul style="list-style-type: none"> <li>Approved: Woodard &amp; Curran, Inc.</li> <li>Contract Service Fee: \$2,760,160 (MWRA will pay \$745,243.20 [27%] and BWSC will pay \$2,014,916.80 [73%])</li> <li>Term: Increased by 730 calendar days, from March 1, 2015 to February 28, 2017</li> </ul>	Unanimous	*
Deer Island Co-Digestion Update	Information	<ul style="list-style-type: none"> <li>Please see Board Summary</li> </ul>	n/a	*
Charles River Pollution Control District Petition on NPDES Co-Permittees	Information	<ul style="list-style-type: none"> <li>[Postponed]</li> </ul>	n/a	
First Quarter FY15 Orange Notebook (ON)	Information	<ul style="list-style-type: none"> <li>Notebook now contains energy tracking in <u>unit</u> and <u>total</u> costs for electricity purchases</li> <li>The production of all green energy facilities (off Deer Island) are now being reported in ON</li> <li>5 Facilities produced 8,864 MWh of electricity with a value of \$450,000 (excluding Deer Isl.)</li> </ul>	n/a	*
Delegated Authority Report – November 2014	Information	<ul style="list-style-type: none"> <li>Please see related staff summary</li> </ul>	n/a	*
FY15 Financial Update and Summary as of November 2014	Information	<ul style="list-style-type: none"> <li>Revenues higher by \$761,000 ( 0.3%)</li> <li>YTD expenses under budget by \$5.2 million (1.9%); net variance of \$5.9 million</li> <li>YTD FY15 CIP spending is \$34.7 million, \$6.8 million (16.4%) lower than budget</li> </ul>	n/a	*
Report on December 9-10 Storm Impacts	Information	<ul style="list-style-type: none"> <li>Third Nor'easter of 2014 caused impacts to MWRA system</li> <li>Weather was dry July through September; October had 5.8" of rain, November had 5.27"</li> <li>Groundwater levels were extremely high</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, December 17, 2014

A meeting of the Board of Directors of the Massachusetts Water Resources Authority was held on December 17, 2014 at the Charlestown Navy Yard. Present: Chair Maeve Bartlett and Jennifer Wolowicz, Gubernatorial Appointees; John Carroll, Andrew Pappastergion and Joseph C. Foti, Advisory Board Representatives; Henry Vitale, Kevin Cotter (attended morning Committee meetings), and Brian Swett, City of Boston Representatives; Jack Walsh, City of Quincy Representative; Paul Flanagan, Town of Winthrop Representative. Absent: Joel Barrera, Gubernatorial Appointee.

**Report of the Chair**

Chair Maeve Bartlett noted that this is her last Board meeting in her brief tenure as Secretary of the Executive Office of Energy and Environmental Affairs. She stated that it has been an absolute pleasure to serve with this Board and to see the professionalism of the Executive Director and MWRA staff. The Authority is a wonderful professional organization that cares deeply about its mission. She stated that she looks forward to seeing the Authority's achievements from elsewhere.

**Report of the Executive Director**

MWRA Executive Director Fred Laskey said every now and then you meet someone and your careers have crossed back and forth over time and that someone is sincere, dedicated and has integrity. Secretary Bartlett is the epitome of a good public servant. He wished her all the best and presented her with a collage of photographs to remember her time with the MWRA.

Mr. Laskey noted that this would be the last meeting for Board Member Brian Swett as well. He noted that the Authority has done a lot with renewable energy and savings. Mr. Swett has a passion and belief in these types of projects. In everything he has gotten involved in, Mr. Swett brings a lot to the table and he will be sorely missed. Mr. Laskey presented a photograph to Mr. Swett. Mr. Swett stated that he echoed what the Secretary said, stating that this Board is extremely high functioning and a lot of fun. Kudos to this organization. Boston is well set with the MWRA and the Boston Water and Sewer Commission. They have been well-prepared for the storms and their ability to handle that.

Board Member John Carroll noted that Mr. Laskey promised Vivienne Wright, Manager of Employment, that he would not speak regarding her retirement at the Board meeting so Mr. Carroll will speak. Mr. Carroll said he has been on the Board for nearly 30 years and at the time the Authority was first created, four MWRA employees attended the Board meetings; Vivienne Wright was one of those employees. It has been a pleasure to work with Ms. Wright over the years. Mr. Carroll presented a photograph to Ms. Wright and

thanked her for her efforts and wished her well in her retirement. Ms. Wright expressed her thanks, stating that it has been a journey but all good things must come to an end.

Mr. Laskey reported that after discussions were held regarding the railroad going over the reservoir, an inter-agency table-top drill was held and many lessons were learned.

During Mr. Laskey's report, Board Member Joel Barrera announced, via the telephone, that he had just been offered, and accepted, the position of Deputy Chief of Staff for Governor-Elect Baker. Mr. Laskey and the Board extended their congratulations.

Mr. Laskey offered an Ebola update. There are two hospitals nationally (in Georgia and Nebraska) that have taken responsibility for disinfection in regard to their Ebola patients. Staff has been pushing for the Public Health Department to impose reasonable standards if, in fact, an Ebola patient should be treated at a Boston hospital. MWRA staff are in close proximity to the waste stream. Thus far, the Public Health Department has taken the World Health Organization's position that there would be no danger from the waste stream; however, science has not yet proven that. The MWRA has the ability to make a unilateral decision.

Further, Mr. Laskey reported that the aqueduct trail program continues to move along and a good meeting was held with Tri-Town, thanks to Secretary Bartlett.

## **Approvals**

### **FY16 Proposed Capital Improvement Program (CIP)**

The Board voted to approve the transmittal of the FY16 Proposed Capital Improvement Program to the MWRA Advisory Board for its 60-day review and comment period.

Director of Administration and Finance Rachel Madden made a presentation on the [FY16 Proposed Capital Improvement Budget](#).

Board Member Henry Vitale asked what year is expected to be the highest amount for debt service. Ms. Madden stated that 2022 would be the highest year. Treasurer Tom Durkin added that there would be \$600 million in debt service spending alone. Staff's strategic plan after that point is to have that at a lower steady state, with no more mountains in the future.

Mr. Laskey noted that the Advisory Board recommended a long-term rates working group to determine how to use some of the reserves that are going to be released. There will be a series of reserve releases that will be applied to certain bond issuances. Over the next four to five months, the working group will be up and running to make recommendations on the reserves that are not tied to specific bond issuances. Staff will work on that with the Advisory Board between now and the June meeting.

Mr. Vitale asked about the monies spent on infrastructure; what system does the Authority use to track these assets? Ms. Madden stated that the Authority uses the MAXIMO system.

## **Renewal of Water Supply Continuation Agreements**

The Board voted to authorize the Executive Director, on behalf of the Authority, to: (i) execute renewed ten-year Water Supply Continuation Agreements with Cambridge, Canton, Framingham, Lynn Water and Sewer Commission, Needham, Northborough, Peabody, Weston and Winchester, substantially in the form presented as Attachments 1 through 9 and filed with the records of the meeting; and (ii) to continue in effect the Wakefield Water Continuation Agreement until it is renewed in 2015.

Manager of Policy and Planning Pamela Heidell provided the Board with a presentation on the [Renewal of Water Supply Continuation Agreements](#).

Board Member John Carroll asked why Framingham is trying to receive another source of water by 2024. Ms. Heidell stated that Framingham is considering its options about developing its own local sources. The Authority is concerned because it invested in water supply infrastructure to serve Framingham.

## **Revision to Dedham-Westwood Water District's MWRA Withdrawal Limits**

The Board voted to approve the Dedham-Westwood Water District's request to increase its contract withdrawal limits from 36.5 million gallons a year to 73 million gallons a year, subject to payment of an additional entrance fee of \$556,727, and to authorize the Executive Director, on behalf of the Authority, to execute an amended water supply agreement with the Dedham-Westwood Water District, stipulating the terms and conditions of service, substantially in the form presented and filed with the records of the meeting.

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

Mr. Laskey stated that there is not much happening at this point on co-digestion. Staff has been in discussions with Waste Management and they are postponing any further commitment until they receive a substantial subsidy from the Commonwealth or the MWRA. The pilot study is on hold at this point.

The Authority has a verbal commitment from the Commonwealth but now with a change in the administration, staff is not sure that it will be honored as it is not codified anywhere. Staff remains committed to the concept and it would be a great investment if all of the numbers work.

Deer Island Treatment Plant Director David Duest said in multiple discussions with Waste Management, it was determined that it would take \$2.5 million to get the barging option up to speed and it would make Waste Management fall into the "red." Unless they get funding from the state or the MWRA, they cannot commit to the project.

Mr. Laskey stated that the Authority continues to include changes to energy/electricity production in the CIP because it is still a good investment, with or without co-digestion.

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

[Postponed until January.]

## **PCR Amendments – December 2014**

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

### **Appointment of Director, Human Resources**

The Board voted to approve the Executive Director's recommendation to appoint Ms. Karen Gay-Valente to the position of Director, Human Resources (Non-Union, Grade 16), at an annual salary of \$129,466, to be effective on the date designated by the Executive Director.

### **Appointment of Manager, Operations Support**

The Board voted to approve the Executive Director's recommendation to appoint Mr. Robert G. Donnelly to the position of Manager, Operations Support, Operations Division (Non-Union, Grade 14), at an annual salary of \$115,230, to be effective on the date designated by the Executive Director.

### **Appointment of Manager, Employment, Human Resources**

The Board voted to approve the Executive Director's recommendation to appoint Ms. Andrea Murphy to the position of Manager, Employment, Human Resources (Non-Union, Grade 14), at an annual salary of \$113,569.00, to be effective on the date designated by the Executive Director.

### **Appointment of Assistant Manager, Labor Relations, Human Resources**

The Board voted to approve the Executive Director's recommendation to appoint Ms. Tomeka Cribb-Jones to the position of Assistant Manager, Labor Relations (Confidential 6, Grade 11), at an annual salary of \$89,691.89, to be effective on the date designated by the Executive Director.

### **Appointment of Environmental Manager, Real Property and Environmental Management**

The Board voted to approve the Executive Director's recommendation to appoint Mr. John Nelson to the position of Environmental Manager in the Administration and Finance Division (Unit 9, Grade 30), at an annual salary of \$114,229.01, to be effective on the date designated by the Executive Director.

### **Appointment of Director, Intergovernmental Affairs**

The Board voted to approve the Executive Director's recommendation to appoint Mr. Sean A. Navin to the position of Director of Intergovernmental Affairs (Non-Union, Grade 15), at an annual salary of \$118,500, to be effective on the date designated by the Executive Director.

**Appointment of Deputy Director, Maintenance, Deer Island**

The Board voted to approve the Executive Director’s recommendation to appoint Mr. Edward J. Regan to the position of Deputy Director, Maintenance, Deer Island Treatment Plant (Non-Union, Grade 15), at an annual salary of \$125,717.51, to be effective on the date designated by the Executive Director.

**Appointment of Sr. Program Manager, Engineering Services, Deer Island**

The Board voted to approve the Executive Director’s recommendation to appoint Mr. Phillip D. Szottfried to the position of Senior Program Manager in the Engineering Services Department, Deer Island (Unit 9, Grade 30), at an annual salary of \$114,229.01, to be effective December 20, 2014.

**Appointment of Construction Coordinator, Engineering and Construction**

The Board voted to approve the Executive Director’s recommendation to appoint Ms. Lisa Bina to the position of Construction Coordinator in the Engineering & Construction Department (Unit 9, Grade 30), at an annual salary of \$100,953.99, to be effective December 20, 2014.

**Appointment of Program Manager, Wastewater Operations**

The Board voted to approve the appointment of Mr. James MacPherson to the position of Program Manager, Wastewater Operations (Unit 9, Grade 29), at the recommended salary of \$96,883.71, to be effective December 20, 2014.

**Appointment of Regional Manager of Monitoring, TRAC**

The Board voted to approve the appointment of Ms. Lori LaPointe to the position of Regional Manager, Toxic Reduction and Control (Unit 9, Grade 29), at an annual salary of \$100,808.66, to be effective December 20, 2014.

**Contract Awards**

**VFD Additions, Secondary Oxygen Reactor Batteries A, B and C, Deer Island Treatment Plant: Dagle Electrical Construction Corporation, Contract 6877**

The Board voted to approve the award of Contract 6877, VFD Additions, Secondary Oxygen Reactor Batteries A, B, and C, Deer Island Treatment Plant, to the lowest responsible and eligible bidder, Dagle Electrical Construction Corporation, and to authorize the Executive Director, on behalf of the Authority, to execute said contract in the bid amount of \$2,243,243, for a term of 540 calendar days from the Notice to Proceed.

A presentation was made on the [VFD Additions Secondary Oxygen Reactor Batteries A, B and C](#) – Deer Island Treatment Plant.

Board Member Joseph Foti noted that the low bidder had been rejected because they did not include a full-time Quality Control Manager. Did they say that couldn't do this job for that amount? Rick Adams, Manager of Engineering Services, stated that the bidder sent a letter withdrawing its bid.

### **Contract Amendments/Change Orders**

#### **Management, Operation and Maintenance of the Union Park Pump Station/CSO Facility and the Unmanned Stations: Woodard & Curran, Inc., Contract S506, Amendment 1**

The Board voted to authorize the Executive Director, on behalf of the Authority, to approve Amendment 1 to Contract S506, Management, Operation and Maintenance of the Union Park Pump Station/CSO Facility and the Unmanned Stations, with Woodard & Curran, Inc., and to jointly execute said amendment, along with the Boston Water and Sewer Commission (BWSC), for a contract service fee amount of \$2,760,160, of which MWRA will pay \$745,243.20 (27%) and BWSC will pay \$2,014,916.80 (73%), plus a funding allowance amount of \$480,000 (which includes \$120,000 for MWRA and \$360,000 for BWSC) for corrective maintenance and minor repairs to process equipment, increasing the total not-to-exceed amount of the contract from \$4,598,074 to \$7,838,234, and increasing the contract term by 730 calendar days, from March 1, 2015 to February 28, 2017.

(Click to see aerial view of the [Union Park Pump Station/CSO Facility](#).)

### **Information**

#### **First Quarter FY15 Orange Notebook**

MWRA Chief Operating Officer Michael Hornbrook provided the Board with a presentation on the [First Quarter FY15 Orange Notebook](#).

Mr. Vitale asked if open positions are budgeted before you hire. Mr. Hornbrook responded that the majority of positions are budgeted.

Mr. Vitale asked how the Authority advertises for its open positions. Mr. Hornbrook stated that most positions are posted internally and externally using social media sources, such as LinkedIn and Craig's List; job fairs and college postings are also utilized. For union positions, trade halls are also notified about openings.

#### **Delegated Authority Report – November 2014**

Director of Finance and Administration Rachel Madden highlighted the October 2014 delegated authority purchases. There were three construction-related items and ten planned purchases.

Mr. Walsh noted the purchase of 15 new vehicles at approximately \$41,000 each. Deputy Director of Administration and Finance Michele Gillen noted that vans were purchased. Ms. Madden stated that the



Authority uses the state-contracted Advanced Purchasing Technology Auction, which has been a successful program, and staff has gotten the best price possible for these purchases.

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

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

Mr. Vitale asked what the Authority's prognosis is on interest rates. Ms. Madden said staff believes the existing trend will continue through FY16; however, the Authority will continue to budget conservatively.

### **Report on December 9-10 Storm Impacts**

Mr. Hornbrook updated the Board on the impacts from the [December 9<sup>th</sup> to 10<sup>th</sup> storm](#).

---

*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 or requests for more information.*