

CAMBRIDGE WATER BOARD

**MEETING MINUTES**

June 18, 2014

This meeting was called to order at 5:00 p.m. at 250 Fresh Pond Parkway, in Cambridge, Massachusetts. Those in attendance were:

**Cambridge Water Board (CWB):** James Tanner, Richard Johnson and Ann Roosevelt

**Cambridge Water Department (CWD):** Sam Corda, Tim MacDonald and Linda Vierboom

**A. MINUTES OF MAY 14, 2014 MEETING**

Mr. Tanner moved and Ms. Roosevelt seconded the motion to approve the May 14, 2014 minutes as written. The vote was unanimous in favor of the motion.

**B. MANAGING DIRECTOR'S REPORT**

Before the director's report, the following items were discussed:

*Water Board Meeting Day:* There was a brief discussion as to whether the board would like to continue to hold to the Wednesday meeting dates. The board would like to discuss this topic at the September meeting.

*Consumer Confidence Report:* The Annual Drinking Water Reports were sent to all Cambridge residents on June 1<sup>st</sup>. A PDF is available online. Ms. Roosevelt would prefer a different, more readable font.

*Solar Plans:* At this time, plans and specs are being worked on. Structural analysis showed that one side of the building (over the process area) and the vehicle storage area will support solar panels. An "Energy Dashboard" for monitoring all of the PV Solar within the City is being investigated. An energy use ordinance disclosure is being worked on by the City council. Ms. Roosevelt inquired as to whether the solar panels would feed back into the grid. Mr. MacDonald responded that it would feed back into the plant unless the plant was off line.

*Water Demand Downward Trend:* Ms Roosevelt referenced the drop in water demand over the last 10 years. Mr. Corda said the trend, although there are annual variations, is down and does not just apply to Cambridge.

*Watershed Manager Hiring Status:* The job posting will end on July 2<sup>nd</sup>. Resumes have already started to arrive.

*Grant Award from DEP:* CWD applied for an energy grant for both the solar and variable frequency drive (VFD) projects and received an award of \$200,000. Additionally, we put together an application for energy rebates from NSTAR which could be up to an additional \$75,000.

*Hazardous Materials/Chemical Storage in the Watershed Presentation:* Mr. Kaplan's presentation from the previous month's board meeting will be emailed to the Board Members.

Overview of the FY15 Water Department Budget: The FY15 budget has been presented to the City Manager and approved by the City Council. For the fourth year in a row and 5 out of the last 6 years there will be a 0% increase in the water rate. The water department summary and City Managers budget presentation were handed out. In summary, debt service and energy have been budgeted for less; salaries and wages are up as a result of increases in COLAs and fringe benefits for employees and in total the FY15 budget represents a 2.2% decrease from the previous year.

*Training:* Mr. Johnson indicated he thought the training hours were low. Mr. Corda commented that training hour requirements vary based on the type and level of each license. We pay for the training and if the license is not required in their job description we pay the employee a stipend.

*Staffing:* In addition to the 55 department positions, there are 4 co-ops students with two each in the engineering and laboratory divisions, and 2 interns in the watershed division. Co-ops are not full time employees and do not receive benefits. The engineering and lab co-ops work 6 month stints and the watershed division hires interns that work for one year terms. Often, interns and co-ops go on to further their education after their term ends by pursuing a masters or PHD degree. Approximately 100 co-ops have gone through the lab. Lab interns do microbiological work, calibrate instruments, etc. Ms. Roosevelt suggested the board tour the lab at a future meeting. Ms. Roosevelt feels it is also “good public relations” to conduct tours to the public. Mr. MacDonald said the department is contacted regularly for tours and conducts them often.

*Capitol budget:* Operating and Capital budgets are approved separately by the City Council. A City Council round table meeting was held this year. Round table meetings are open to the public but there is no public discussion. No decisions or votes are taken.

*Enterprise Fund:* The water department has an enterprise fund which requires that the revenue generated from the water rates pays for the entire operation of the Water Department including capital expenditures and debt.

*The American Water Works Association (AWWA) Tour:* A tour was conducted of the Cambridge water department in June for attendees of the AWWA Conference which was held in Boston this year (2104).

*The Sustainable Water Management Initiative (SWMI):* Mr. MacDonald will be attending a SWMI meeting next week.

*National Federation for the Blind Vote:* After the vote in the affirmative, the board wished for it to be notated for the record that this is a longstanding event that has been grandfathered in. (See Action Items)

## **C. OPERATIONS**

**Transmission and Distribution:** No Comments

**Water Operations:** No Comments

**Watershed:** We are planning to test the soil in the railroad right of way between the Sozio rotary and the plant driveway. Ms. Roosevelt inquired as to who would pay for any mitigation, if needed. Mr. MacDonald said there is the thought to move the permanent Fresh Pond path directly over the railroad right of way to effectively cap it, to avoid mitigation. Moving the path could, according to Mr. MacDonald, potentially provide drainage improvements in this area which is currently being studied. The area would be planted heavily. Ms. Roosevelt expressed concern that this would upset residents. The idea will be discussed further with the City Manager’s Office, other City Departments and consultants. The water board would like to discuss the railroad right of way, surveying and the results of municipal stormwater assessment (MSA) at future Board Meetings. Mr. MacDonald said that when the MSA is at a presentable state, it will get on the list of topics.

We are off MWRA water with the potential to be back on in September because the sewer work hasn't been completed. The transition back to 100% Cambridge water was posted on Twitter, Facebook and our webpage.

**Business:** No Comments

**Engineering Division:** No Comments

**D. ACTION ITEMS**

Mr. Tanner moved and Mr. Johnson seconded the motion to approve the permit from the National Federation for the Blind for their annual walk. The vote was unanimous in favor of the motion.

**E. MISCELLANEOUS CORRESPONDENCE AND ITEMS OF INTEREST**

None

**F. NEW BUSINESS**

Mr. Johnson moved and Ms. Roosevelt seconded the motion to adjourn the meeting at 6:22 pm. The vote was unanimous in favor of the motion.

**G. NEXT MEETING DATES /TOPICS**

- September 10, 2014 – TBA/Kingsley Park Project Update
- October 15, 2014 – TBA/Watershed Tour
- November 12, 2014 – TBA/Distribution System Update
- December 10, 2014 – TBA/Energy Update/Election of the President

Minutes approved by vote of the Board.

Signed: \_\_\_\_\_  
Ann C. Roosevelt, President

Date: \_\_\_\_\_