

Central Plymouth County Water District Commission

Minutes of Tuesday January 25, 2022, ZOOM Meeting

The meeting took place via Zoom video/teleconference due to current COVID-19 social distancing recommendations issued by Governor Charles Baker.

Chair Zygmunt opened the meeting. Quorum was reached with two Commissioners voting in affirmative, roll call vote: Commissioner Mark Sotir – yes and Chair Joanne Zygmunt – yes. The meeting began at 12:02 PM. The meeting was recorded.

Meeting attendees identified included Al DeGirolamo from State Senator Michael Brady's office, State Representative Michelle DuBois, Brady Winsten Policy Director for the City of Brockton Mayor Sullivan's Office, Don Howard Water Commissioner from the Hanson Water Commission, Pine duBois of Jones River Watershed Association, Bri Nichols citizen of Brockton and member of Coalition of Social Justice, and Charles Matthewson of WATD. Matt Ladewig from ESS Group, Inc attended as the Silver Lake Water Quality Monitoring Project consultant and consultant Kim Groff from Kimberly Groff Consulting. Frank Basler, Plymouth County, attended and took minutes.

Commissioner Sotir moved to accept the minutes of December 28, 2021, Seconded by Chair Zygmunt. Roll call vote: Commissioner Sotir – yes and Chair Zygmunt – yes. Passes unanimously.

Commissioner Jack O'Leary joined on 12:05.

Chair Zygmunt asked Frank Basler for an overview of the Finance Report. The December 31, 2021, bank balance was \$480,973.19. Frank Basler asked for approval of the Commissioners of the below invoice.

- Kimberly Groff Consulting December 28 invoice #003 for \$3,975.00

Commissioner O'Leary made a motion to approve and pay the invoice. Seconded by Commissioner Sotir. Roll call vote: Commissioner Sotir – yes, Commissioner O'Leary – yes, and Chair Zygmunt – yes. Passes unanimously.

The chair asked Al DeGirolamo from State Senator Michael Brady's office for the schedule related to Massachusetts State budgeting for FY 23. Mr. DeGirolamo stated that requests should be to him prior to May for inclusion in the budget.

Kimberly Groff shared an update on the Silver Lake Water Quality Testing Project with ESS. ESS incorporated the suggestions from the last meeting and updated the QAPP and SAP, along with including all public comments within the document. Ms. Groff suggested that the SAP and QAPP be forwarded to the EPA and DEP by ESS. Matt Ladewig, ESS Group agreed to making the notification and it should take a month or so for feedback from the agencies. The Chair stated that she was very happy with the documents. Commissioner O'Leary stated that after review he is happy with the documents too. Commissioner Sotir echoed the sentiment. Frank will place the updated SAP and QAPP on the CPCWDC website after the meeting and send an email to the communications blast list with a link.

Commissioner O'Leary made a motion to approve the Sampling and Analysis Plan (SAP) as presented. Seconded by Commissioner Sotir. Roll call vote: Commissioner Sotir – yes, Commissioner O'Leary – yes, and Chair Zygmunt – yes. Passes unanimously.

Commissioner O'Leary made a motion to approve the Quality Assurance Project Plan as presented. Seconded by Commissioner Sotir. Roll call vote: Commissioner Sotir – yes, Commissioner O'Leary – yes, and Chair Zygmunt – yes. Passes unanimously.

Chair Zygmunt then asked for an update on hydro dredge. Frank Basler has signed the MOU on behalf of the CPCWDC Commissioners as instructed with the Division of Marine Fisheries and will forward to the DMF and DEP. Frank will be preparing the RFP working with the DMF and Ms. duBois. Ms. duBois thought it would be cost beneficial to purchase the motor and trailer as separate procurements. Frank plans to advertise RFP by February 16 and have the bids back by late March. Commissioner O'Leary made a motion to authorize the RFP as presented. Seconded by Commissioner Sotir. Roll call vote: Commissioner Sotir – yes, Commissioner O'Leary – yes, and Chair Zygmunt – yes. Passes unanimously.

Ms. Pine duBois gave an update on the fish passage and permitting for the dredging at Forge Pond. Consultants Gomez and Sullivan was the sole bidder and was now negotiating the project. The project must be completed by December 31, 2022. Design and permitting should nearly be covered with available funds with \$63,000 in hand and the consultant asking for \$73,000 for a \$10K shortfall. Project completion would cost incremental funds. Brady Winsten, Policy Director for Mayor Sullivan's office, and State Rep DuBois shared that a potential ARPA grant may be a possibility. Ms. duBois will reach out to Rep DuBois and Ms. Winsten to discuss this opportunity and options for funding.

The Chair began a discussion about CPCWDC working with other local watershed groups. The Chair suggested using the April meeting as a forum for the watersheds. Commissioner Sotir will work with Ms. duBois to finalize logistics. The groups should include the Taunton River Watershed, Pembroke River Watershed, the Jones River Watershed, the North and South River Watershed Association as invites. Mass Audubon and Wildlands trust was also suggested and should be invited too. Frank will send emails to the directors of the groups as a save the dates. This topic should be kept as agenda item the next two months.

Diversion approvals request for written policy from Halifax. Chair Zygmunt will work on this for February or the March meeting. Jonathan Hobill is the DEP contact for diversion. Ms. duBois suggested that multiple towns should be involved not just Halifax.

The chair reached out and Mr. Creedon and he stated that he can send the diversion report at any time. Patrick Hill has not replied as of the meeting.

The Chair will keep that the Brockton water supply agreements on the next meeting agenda.

The Chair opened the discussion about ARPA and will leave the topic as a standing item on the agenda.

The next meeting will be a Zoom meeting on Tuesday, February 22, 2022, at noon.

Motion to adjourn at 1:15 P.M. Roll call vote: Commissioner Sotir – yes, Commissioner O'Leary – yes, and Chair Zygmunt – yes. Passes unanimously.

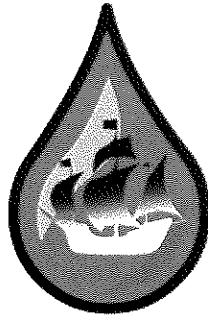
Submitted by Frank Basler

Handouts: Agenda for January 25, 2022, Financial Report as of December 31, 2021, and the Kimberly Groff invoice #0003.

CENTRAL PLYMOUTH COUNTY
WATER DISTRICT COMMISSION

44 OBERY STREET, PLYMOUTH, MA 02360

WWW.CENTRALPLYMOUTHCOUNTYWATER.ORG



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MARK SOTIR, PEMBROKE
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NOTICE OF MEETING

DATE & TIME: **Tuesday, January 25, 2022, 12:00 PM**

MEETING LOCATION: **Zoom video/Teleconference**

This meeting notice is being filed and posted in each city or town within the Central Plymouth County Water District, pursuant to General Law Chapter 30A, Section 20. Said notice and agenda must be filed in the offices of the city and town clerks within the District **at least 48 hours** prior to such meeting. Such filing and posting shall be the responsibility of the officer calling the meeting.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81504982638?pwd=aXNZcDVIRnhPeEIEQ01YVVR6TlNMZz09>

Password: 126965

Or Telephone: Dial(for higher quality, dial a number based on your current location): US: +1 646 518 9805
or +1 646 558 8656 or +1 651 372 8299 Webinar ID: 815 0498 2638 Password: 126965

AGENDA

Meeting opening

Approval of minutes: Tuesday, December 28, 2021

Finance report and invoice approval

Update on ESS Project, SAP and QAPP votes, and estimate for project extensions

Update and discussion on the purchase of hydrodredge

Watershed meeting follow up

Diversion approvals and protocols

Update on information on Brockton water supply agreements and possible action

Plan development process for ARPA and Infrastructure funds

Other business not anticipated by Chair

Adjourn

Posted on Wednesday, January 20, 2022, at 10:00 AM at each of the eight Clerk's offices listed below and the County web site at www.plymouthcountyma.gov

Financial Activity for CPCWDC

12/31/2021	Interest for December	\$	21.23	\$	480,973.19	statement balance 12/31/21 \$480,973.19
12/29/2021	check 1015, EES Oct and Nov invoices	\$	(20,857.18)			
12/20/2021	check 1017, reimb Bastier for web expenses	\$	(283.40)			
11/30/2021	Interest for November	\$	20.64	\$	502,092.54	statement balance 11/30/21 \$502,092.54
10/31/2021	Interest for October	\$	20.00	\$	502,071.90	statement balance 10/31/21 \$502,071.90
10/22/2021	State Earmark	\$	50,000.00	\$	502,051.90	administrative set aside
10/12/2021	ESS Consulting	\$	(21,783.01)	\$	452,051.90	chk# 1014
9/30/2021	Interest for September	\$	19.48	\$	473,834.91	
9/1/2021	Kimberly Groff Assoc	\$	(2,625.00)	\$	473,815.43	chk # 1012
8/31/2021	Interest for August	\$	20.39	\$	476,440.43	statement balance 8/31/21 \$476,440.43
8/25/2021	Frank Bastier	\$	(130.76)	\$	476,420.04	
8/25/2021	Plymouth County	\$	(4,730.08)	\$	476,550.80	chk \$1011 for services for FY 21
7/31/2021	Interest for July	\$	20.44	\$	481,280.88	statement balance 7/31/21 \$481,280.88
6/30/2021	Interest for June	\$	19.78	\$	481,260.44	statement balance 6/30/21 \$481,260.44
5/31/2021	Interest for May	\$	20.51	\$	481,240.66	
5/4/2021	Kimberly Groff Assoc	\$	(4,950.00)	\$	481,220.15	
4/30/2021	Interest for April	\$	19.98	\$	486,170.15	
3/31/2021	Interest for March	\$	20.64	\$	486,150.17	statement balance 3/31/21 \$486,150.17
2/28/2021	Interest for February	\$	18.65			
1/31/2021	Interest for January	\$	20.64	\$	486,110.88	statement balance 1/31/21 \$486,110.88
12/31/2020	Interest for December	\$	20.60	\$	486,090.24	statement balance 12/31/20 \$486,304.01
12/30/2020	brochure printing and acryld holders	\$	(213.77)			reimb to Frank chk#
11/30/2020	Interest for November	\$	19.93	\$	486,283.41	statement balance 11/30/20 \$486,283.41
10/31/2020	Interest for October	\$	20.59			
9/30/2020	Interest for September	\$	20.02	\$	486,242.89	statement balance 9/30/20 \$486,497.89 - diff Source4 chk
9/16/2020	invoice for Source4 for brochure final payment	\$	(255.00)			pd #1007 \$255.00
	transfer for County Expenses	\$	(2,805.94)			pd #1008 \$2,805.94
8/31/2020	Interest for August	\$	22.06	\$	489,283.81	statement balance 8/31/20 \$
7/31/2020	Interest for July	\$	41.44	\$	489,261.75	statement balance 7/31/20 \$489,220.31
6/30/2020	Interest for March, April, May, and June	\$	260.56	\$	489,220.31	statement balance 6/30/20 \$489,220.31
2/29/2020	Interest for January and February	\$	240.84	\$	488,959.75	statement balance 2/29/20 \$488,959.75
1/20/2020	reimb to Bastier for Weebly invoices #1006	\$	(263.45)			pd #1006 \$263.45
1/20/2020	Madeline M. Smith invoice 11/30/19 #1005	\$	(1,025.00)			pd #1005 \$1,025.00
12/31/2019	Interest December	\$	124.82	\$	490,007.36	statement balance 12/31/2019 \$490,007.36
11/30/2020	Interest November	\$	91.36	\$	489,882.54	statement balance 11/30/2019 \$489,882.54
11/1/2019	Madeline M. Smith invoice 9/30/19 #1004	\$	(1,210.39)			
11/15/2019	DCR Transfer Admin Costs	\$	50,000.00			
11/15/2019	DCR Transfer special earmark	\$	155,000.00			
10/31/2019	Interest October	\$	97.13	\$	286,001.57	
9/30/2019	Interest September	\$	94.13			
8/31/2019	Interest for August	\$	97.66	\$	285,810.31	statement balance 8/31/2019 \$287,565.31
8/27/2019	Madeline M. Smith invoice #1003	\$	(1,755.00)			
6/30/2019	Interest for July	\$	97.63			
6/30/2019	Interest for June	\$	95.57	\$	287,370.02	statement balance 6/30/19 \$287,370.02
5/31/2019	Interest for March, April, and May	\$	302.58			
5/29/2019	Peter Tuttle final payment #1002	\$	(10,860.00)			
4/30/2019	County of Plymouth - Admin FY 19 and Expenses (7/1 to 4/30)	\$	(2,186.33)			email, admin fee \$1,500 for FY 19, and misc services
3/31/2019	interest through March 31, 2019	\$	259.27			
1/22/2019	DCR for water plan	\$	170,000.00			
1/22/2019	DCR for FY 19	\$	50,000.00			
6/1/2018	DCR for FY 18	\$	50,000.00			
5/30/2018	Interest through May 31, 2018	\$	138.53			
4/19/2018	Peter Tuttle #1003	\$	(7,950.00)			email, bussiness cards, admin fee \$1,000 FY '18
3/8/2018	County of Plymouth - FY 18 Admin and Expenses	\$	(1,227.40)			
3/8/2018	Corona Environment	\$	(9,900.00)			
1/30/2017	County of Plymouth - FY 17 Admin and Expenses	\$	(1,302.20)			email, bussiness cards, envelopes, admin fee \$1,000 FY '17
5/15/2016	DCR for FY 16	\$	50,000.00			

1/24/2022

INVOICE

Kimberly Groff Consulting

27 Pearl Street

Marblehead, MA 01945

Phone: 508-932-5528

Email: Kimberlygroffma@gmail.com

Date: December 28, 2021, 2021

Invoice No.: 003

Amount Due: \$3,975**Billing Address**

Frank Basler

Administrator, County of Plymouth

44 Obery Street

Plymouth, MA 02360

Project Management and review services to oversee ESS on Silver Lake
Monitoring Plan

Date	time	Description
7/13/21	2	Meet with ESS, review sampling plan, follow-up e-mail
7/26/21	2	review PIP and SAP
7/27/21	3	Commission meeting, draft press release and template letter for Board Chairs
8/23/21	1	Call Matt ESS re: monitoring
8/24/21	1	Attend Commissioner meeting
9/28/21	0.5	Attend Commissioner meeting
11/8/21	1	Communications Joanne Zygmunt, ESS Group
11/29/21	1	Communications ESS, prep for Commission meeting on 11/30/21
11/30/21	1.5	Call Joanne Zygmunt, attend Commission meeting 11/30/21
12/27/21	6.5	Review of QAPP/SAP
12/28/21	7	Call with Matt, Call with Joanne, Commission Meeting, preparation of written comments and e-mail to Matt L. on 12/28
	26.5	

\$3,975 Billed 12/28/21