

Central Plymouth County Water District Commission

Minutes of Wednesday April 14, 2021 Meeting

The meeting took place via Zoom video/teleconference due to current COVID-19 social distancing recommendations issued by Governor Charles Baker. Participants attending the meeting were Central Plymouth County Water District Commission Chair Joanne Zygmunt and Commissioner Mark Sotir.

Quorum was reached with two Commissioners voting in affirmative, roll call vote: Commissioner Sotir – yes, and Chair Zygmunt – yes. Two in the affirmative, the meeting began.

The meeting attendees included Pine duBois and James Garner, of Jones River Watershed Association, Don Howard, of Hanson Water Committee, Monica Mullen, of Senator Morin's office, Sheila Vaughn, of the Kingston Board of Selectman/CPCWDC Advisory Board, Charles Matthewson, of WATD, and Kimberly Groff from Kimberly Groff Consulting.

Commissioner Sotir moved to accept the minutes of March 10, 2021. Seconded by Chair Zygmunt. Roll call vote: Commissioner Sotir – yes, and Chair Zygmunt – yes. Motion passes unanimously.

Frank Basler gave an overview of the Finance Report. The March 31, 2021 bank balance was \$486,150.17. The only transaction was earned interest. There were no questions raised.

Frank stated that the Commissioners received an invoice from Ms. Groff. Motion by Commissioner Sotir, seconded by Chair Zygmunt, to accept, approve, and for the County to pay an invoice from Kimberly Groff Consulting for work completed from December 17 through March 27, 2021 for a total of \$4,950.00. Roll call vote: Commissioner Sotir – yes and Chair Zygmunt – yes. Motion passes unanimously.

The Chair asked if there was update on the Hydro Dredge, but as Commissioner O'Leary was absent and he is the primary Commissioner working on the project the topic was tabled.

The Commissioners discussed a draft RFP for a Silver Lake Water Quality Project prepared by Kimberly Groff. Ms. Groff completed an overview of the scope for the RFP. The Commissioners discussed if the cost limit of \$50,000 made sense or to remove the language to be able to use the services over two or more years. Ms. Groff then reviewed each of the tasks on the RFP. A discussion of ownership of the data ended with the Commissioners agreeing that the more interested parties that had access to the data the better but the Commissioners would retain the ownership.

The Chair asked if Ms. Groff would reach out to local stakeholders, as part of the current services, to discuss the RFP and project looking for input and feedback. Ms. Groff talked about the tight time frame of the RFP and being able to execute the water testing data.

The Commissioners discussed involvement with the Advisory Committee, and it was decided that if there is an April 21st meeting then Frank will update the Advisory Committee.

The Commissioners will next meet on Tuesday, April 27th at 6 PM as a special meeting to discuss the RFP further.

Frank updated the Commissioners on the County Internship program that could be utilized by the CPCWDC to include identifying all the plants in Silver Lake. Frank will get information and then report back at the next regular meeting.

Next regular meeting of the CPCWDC Commissioners will be Wednesday, May 12 at 6 PM.

Motion to adjourn at 7:35 PM by Commissioner Sotir, seconded by the Chair Zygmunt. Roll call vote: Commissioner Sotir – yes and Chair Zygmunt – yes. Motion passes unanimously, and the meeting adjourned.

Respectfully submitted by,

Frank Basler, Plymouth County Administrator

Handouts: CPCWDC Agenda for April 14, 2021, Financial Report through March 31, 2021, and the draft minutes package of March 10, 2021.

**CENTRAL PLYMOUTH COUNTY
WATER DISTRICT COMMISSION**

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NOTICE OF MEETING

DATE & TIME: Wednesday, April 14, 2021 6:00 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/88927305946?pwd=ZFpUNDhadXZjMGxsRENmRHZYdmt4dz09>

Password: 693524

Or Telephone: Dial (for higher quality, dial a number based on your current location): US: +1 312 626 6799 or +1 470 250 9358 or +1 470 381 2552

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AGENDA

Meeting opening

Approval of minutes

Finance report

- Approval of Kimberly Groff Consulting invoice for \$4,950.00 for services through 3/30/21

Discussion of Kimberly Groff Consulting Scope of Work for Water Quality Monitoring of Silver Lake

Update and discussion on proposal to purchase hydro dredge

Review of outstanding actions from previous meetings

- Webpage change suggestion by the Board
- Potential internship program through Plymouth County
- Radio transmitted beacons for setting of water level gauges or use Crowd Hydrology

- o Follow up on Ms. Meghan Bridges sending a listing of the Brockton Water IMA's to Chair Zygmunt.

Other business not anticipated by Chair

Next meeting time and location

Adjourn

Posted on Friday, April 9, 2021 at 2:00 PM at each of the eight Clerk's offices listed below and the County web site at www.plymouthcountyma.gov

Financial Activity for CPCWDC

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 acrylic 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 transfer for County Expenses	\$	(235.00)			pd #1007 \$255.00
		\$	(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 Basler 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, bussness 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 Environmt	\$	(9,900.00)			
1/30/2017	County of Plymouth - FY 17 Admin and Expenses	\$	(1,302.20)			email, bussness cards, envelopes, admin fee \$1,000 FY '17
5/15/2016	DCR for FY 16	\$	50,000.00			

4/14/2021