

## **Central Plymouth County Water District Commission**

### **Minutes of Tuesday August 24, 2021, ZOOM Meeting**

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

Quorum was reached with three Commissioners voting in affirmative, roll call vote: Commissioner O'Leary – yes, Commissioner Sotir – yes, and Chair Zygmunt – yes. Three in the affirmative, the meeting began at 12:01 PM. The meeting was recorded.

Meeting attendees identified included Don Howard, of Hanson Water Committee and Nathan Hedberg of Kingston. Matt Ladewig and Jeff Hershberger from ESS Group, Inc attended as the Silver Lake Water Quality Monitoring Project consultants. Frank Basler, Plymouth County Administrator, attended and took minutes.

Commissioner Sotir moved to accept the minutes of July 27, 2021. Seconded by Commissioner O'Leary. Roll call vote: Commissioner O'Leary – yes, Commissioner Sotir – yes, and Chair Zygmunt – yes. Motion passes unanimously.

Chair stated that no need for minutes of August 9 as it was a public meeting.

Frank Basler gave an overview of the Finance Report. The July 31, 2021, bank balance was \$481,280.88. The only transaction was earned interest. There were no questions raised. Frank asked for approval of the below invoice:

- ESS Group Inc – invoice #52787 dated August 18, 2021, for \$10,289.50 for services rendered through 7/31/21

Commissioner Sotir made a motion to approve the ESS Group invoice of \$10,289.50 as noted above. Seconded by Commissioner O'Leary. Roll call vote: Commissioner O'Leary – yes, Commissioner Sotir – yes, and Chair Zygmunt – yes. Motion passes unanimously.

Discussion of Public Comments from SAP: the Chair reviewed that there were verbal comments from the August 9<sup>th</sup> meeting and written comments from the City of Brockton, the Town of Pembroke, Kate Benson, the DEP, Pine duBois of the Jones River Watershed, Brad Chase from Mass Marine Fisheries, and others. ESS Group will catalogue each of the responses. The comments were predominantly to study design, some concerns were raised about the QAPP, and many comments related to data analysis. According to Ms. Groff, she sees an opportunity to move ahead with testing while the comments are analyzed and processed. Commissioner O'Leary stated that comments can be addressed as we move ahead, and budget allows.

The Commissioners discussed the comments and decided to vote on the SAP and make amendments as needed at future meetings. Commissioner O'Leary made a motion to approve the SAP as presented and for ESS Group to move ahead with starting the sampling. The Commissioners will make amendments as needed. The motion was seconded by Commissioner Sotir. Roll call vote: Commissioner O'Leary – yes, Commissioner Sotir – yes, and Chair Zygmunt – yes. Motion passes unanimously.

Chair Zygmunt stated that any changes to the Contact Blast List should be forwarded to Frank and Nancy. Then an email should be sent by September 3 to the list allowing comments on the SAP by September 30 as an additional opportunity to comment.

Matt Ladewig stated that the Optional Task of the cyanotoxin sampling and bacteria testing would need to be voted on to begin in early September. The costs for this optional add on would add about \$2,500 and be completed in September and October. Commissioner O'Leary made a motion to add up to \$3,000 to add the above optional tasks. Seconded by Commissioner Sotir. Roll call vote: Commissioner O'Leary – yes, Commissioner Sotir – yes, and Chair Zygmunt – yes. Motion passes unanimously.

Chair Zygmunt asked for an update on the Hydrodredge, and Commissioner O'Leary is still working on the details and waiting on the MOU and the suggested equipment for the hydro dredge from DMF.

Patrick Hill, interim director for the City of Brockton DPW and City Councilor Susan Nicastro could be filling the Brockton seats and should hear from the mayor's office soon.

The Chair updated the meeting on her request to City Solicitor Meghan Bridges on water supply agreements that Brockton has with other communities. The Chair has not received the information or acknowledgement of her emails.

The Chair shared that she attended the Zoom meeting on the draft Resource Management Plan for Monponsett Pond and was disappointed in the lack of collaboration noted in the plan in working between the City of Brockton, the CPCWDC, and neighboring towns. The Chair was not able to submit comments to the plan.

The Commissioners then discussed potential ideas on the use of ARPA funding for regional solutions to the water challenges the District faces. There will be more discussion as the rules for the ARPA funds come into clarity.

The Commissioners asked about the schedule for meetings moving ahead. All thought that continuing with ZOOM meetings made sense considering COVID. Tuesdays at noon work best and the last Tuesday of every month was suggested as a meeting date for September through December. The Chair will send out Zoom invites.

The Chair shared the Brockton Cultural Council grant application process is opening soon and there may be some individuals that would work with the CPCWDC to create a video on Brockton drinking water. The Commissioners thought it was a great idea.

The next meeting will be a Zoom meeting on Tuesday, September 28<sup>th</sup> at noon.

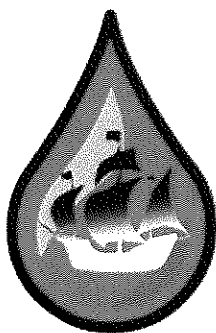
Meeting adjourned at 1:15 P.M.

Submitted by Frank Basler

CENTRAL PLYMOUTH COUNTY  
WATER DISTRICT COMMISSION

44 OBERY STREET, PLYMOUTH, MA 02360

[WWW.CENTRALPLYMOUTHCOUNTYWATER.ORG](http://WWW.CENTRALPLYMOUTHCOUNTYWATER.ORG)



JOANNE ZYGMUNT, CHAIR, BROCKTON  
[JZYGMUNT@PLYMOUTHCOUNTYMA.GOV](mailto:JZYGMUNT@PLYMOUTHCOUNTYMA.GOV)

JACK O'LEARY, PLYMPTON  
[JOLEARY@PLYMOUTHCOUNTYMA.GOV](mailto:JOLEARY@PLYMOUTHCOUNTYMA.GOV)

MARK SOTIR, PEMBROKE  
[MSOTIR@PLYMOUTHCOUNTYMA.GOV](mailto:MSOTIR@PLYMOUTHCOUNTYMA.GOV)

## NOTICE OF MEETING

DATE & TIME: **Tuesday, August 24, 2021, 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/86121045527?pwd=VzRuSzY0WGRnTmdRSFB0TG43WmNlZz09>

Password: 401731

**Or iPhone one-tap: US: +16465189805,,86121045527#,,1#,401731#**

**Or Telephone Dial: 1 646 518 9805 or 1 646 558 8656 Webinar ID: 861 2104 5527 Password: 401731**

## AGENDA

Meeting opening

Approval of minutes: Tuesday, July 27, 2021, and Monday, August 9, 2021

Finance report and invoice approval

Review of Public Comments on Draft Sampling Analysis Plan and Vote on Final SAP

Discussion about Optional Services as part of Silver Lake Water Quality Monitoring Project

Update and discussion on proposal to purchase hydrodredge

Update on vacant Brockton seats on Advisory Board

Update on information from Brockton as to water supply agreements the city has with other communities

Update on Commission response to Monponsett Resource Management Plan

Set meeting dates for remainder of the calendar year

Other business not anticipated by Chair

Adjourn

Posted on Tuesday, August 3, 2021, at 11:30 AM at each of the eight Clerk's offices listed below and the County web site at [www.plymouthcountyma.gov](http://www.plymouthcountyma.gov)



Invoice Number 52787

August 18, 2021

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CENTRAL PLYMOUTH COUNTY WATER DISTRICT COMMISSION  
44 OBERY STREET  
PLYMOUTH, MA 02360

For professional services rendered through 07/31/2021

Project C663-000 SILVER LAKE WATER QUALITY MONITORING PROGRAM  
CLIENT CONTACT: FRANK BASLER, ADMINISTRATOR

### **PROFESSIONAL SERVICES**

#### **Project C663-000 01 ADMINISTRATION AND REPORTING**

Professional Services	Week Ending	Hours	Rate	Amount
DEHAINAUT, SCOTT				
	07/03/2021	1.50	185.00	277.50
FONTAINE, LYNN				
	07/24/2021	1.00	80.00	80.00
HERSHBERGER, JEFFREY G				
	07/03/2021	5.25	185.00	971.25
	07/10/2021	0.50	185.00	92.50
	07/17/2021	2.00	185.00	370.00
	07/24/2021	0.25	185.00	46.25
	07/31/2021	2.00	185.00	370.00
LADWIG, MATTHEW D				
	07/03/2021	7.00	185.00	1,295.00
	07/10/2021	3.50	185.00	647.50
	07/17/2021	2.50	185.00	462.50

PLEASE REMIT ALL PAYMENTS TO: 10 HEMINGWAY DRIVE, 2ND FLOOR; EAST PROVIDENCE, RI 02915, (401) 330-1261



Invoice Number 52787

August 18, 2021

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Project C663-000 SILVER LAKE WATER QUALITY MONITORING PROGRAM

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<b>Services Total</b>	<b>25.50</b>	<b>4,612.50</b>
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**Project C663-000 02 DEVELOPMENT OF SAP/QAPP**

Professional Services	Week Ending	Hours	Rate	Amount
HERSHBERGER, JEFFREY G				
	07/24/2021	0.25	185.00	46.25
LADEWIG, MATTHEW D				
	07/17/2021	2.00	185.00	370.00
	07/24/2021	10.75	185.00	1,988.75
	07/31/2021	7.75	185.00	1,433.75
LATHAM, TIERNEY				
	07/24/2021	2.50	95.00	237.50
	07/31/2021	1.00	95.00	95.00
<b>Services Total</b>		<b>24.25</b>		<b>4,171.25</b>

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**Project C663-000 03 PUBLIC INPUT PLAN**

Professional Services	Week Ending	Hours	Rate	Amount
HERSHBERGER, JEFFREY G				
	07/17/2021	5.25	185.00	971.25
	07/24/2021	0.75	185.00	138.75
<b>Services Total</b>		<b>6.00</b>		<b>1,110.00</b>

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PLEASE SEE NEXT PAGE

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Project C663-000 SILVER LAKE WATER QUALITY MONITORING PROGRAM

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**REIMBURSABLE EXPENSES**

**Project C663-000 01 ADMINISTRATION AND REPORTING**

Reimbursable Expenses	Date	Cost	Qty	Mult	Amount
COMMUNICATION FEE					
	07/31/2021	184.50	1.00	1.00	184.50
Reimbursable Total:					184.50

**Project C663-000 02 DEVELOPMENT OF SAP/QAPP**

Reimbursable Expenses	Date	Cost	Qty	Mult	Amount
COMMUNICATION FEE					
	07/31/2021	166.85	1.00	1.00	166.85
Reimbursable Total:					166.85

**Project C663-000 03 PUBLIC INPUT PLAN**

Reimbursable Expenses	Date	Cost	Qty	Mult	Amount
COMMUNICATION FEE					
	07/31/2021	44.40	1.00	1.00	44.40
Reimbursable Total:					44.40

**Invoice Amount: \$10,289.50**



404 Wyman Street, Suite 375, Waltham, Massachusetts 02451 781.419.7696  
10 Hemingway Drive, 2nd Floor, East Providence, Rhode Island 02915 401.434.5560  
780 Lynnhaven Parkway, Suite 400, Virginia Beach, Virginia 23452 757.821.3095  
environmental consulting & engineering services

**DRAFT**  
**ADDENDUM 1 - PROJECT COSTS (REVISION 1)**  
**Central Plymouth County Water District Commission**  
**Detail Plan Submittal**  
**Silver Lake Water Quality Monitoring**

The following Project Costs are provided by ESS Group, Inc. (ESS) for the Project. The Project Costs presented below is a detailed breakdown of the estimated labor, expenses (direct charges) and subconsulting costs for completing the Project and incorporates input from the June 2021 Project Kick-off Meeting (June 29, 2021).

Proposed Tasks	Labor	Subs	Direct Charges	Labor Hours	Total Cost
Task 1. Administration and Reporting	\$8,160		\$390	48	\$8,550
Task 2. Development of SAP/QAPP	\$16,280		\$650	109	\$16,930
Task 3. Public Input Plan	\$15,590		\$1,200	112	\$16,790
Task 4A. Bathymetric and Aquatic Plant Surveys	\$9,320		\$1,560	81	\$10,880
Task 4B. Water Column & Water Quality Sampling	\$13,350	\$9,150	\$8,205	119	\$30,705
Task 4C. Upstream and Downstream Monitoring	\$15,310	\$2,640	\$3,730	146	\$21,680
Task 4D. Groundwater Assessment	\$3,690	\$530	\$690	35	\$4,910
Task 4E. Technical Memorandum	\$22,420		\$920	163	\$23,340
Task 5. Internal Phosphorous Loading Analysis and Water Quality Modeling	\$3,090	\$29,700	\$410	24	\$33,200
<b>Total</b>	<b>\$107,210</b>	<b>\$42,020</b>	<b>\$17,755</b>	<b>837</b>	<b>\$166,985</b>

**Notes/Assumptions:**

- The cost estimate for the "Proposed" Tasks is the proposed total cost estimate for the Project, incorporating Task 5 (Internal P-loading and Modeling) and sampling for bacteria and cyanotoxins during scheduled sampling events.
- Potential CPCWDC modifications to quantity, duration, or nature of services described in ESS's Non-Price Proposal Response may incur an additional cost and/or appropriate adjustment of the proposed total cost. Should CPCWDC desire to make such a modification, ESS will provide an estimate of additional cost, if any, upon request, once the scope and approach for any Optional Task is agreed upon.
- Additional Project assumptions are provided in ESS's Non-Price Proposal under the designated tasks.
- Tasks 4B now include costs for collection of bacteria and cyanotoxin samples during monthly sampling event during the months shown on the Project Detail Plan. Refer to the draft Detailed Project Schedule for proposed events. It is assumed that up to 3 samples are collected during each bacteria sampling event and up to 3 samples are collected for each cyanotoxin sampling event.





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ESS Group, Inc. is an Equal Opportunity Employer. Minorities and women are encouraged to apply.

**PROJECT COSTS**  
**Central Plymouth County Water District Commission**  
**Response to Request For Proposal**  
**Silver Lake Water Quality Monitoring**  
**ESS Proposal No. 17835**

Pursuant to Item 10 of Section 7 (Response Submission Requirements) of the RFP, the following Project Costs are provided by ESS Group, Inc. (ESS) for the Project. The Project Costs presented below is a detailed breakdown of the estimated labor, expenses (direct charges) and subconsulting costs for completing the Project. A Project-Specific Rate Sheet is attached.

Proposed Tasks	Labor	Subs	Direct Charges	Labor Hours	Total Cost
Task 1. Administration and Reporting	\$8,160		\$390	48	\$8,550
Task 2. Development of SAP/QAPP	\$16,280		\$650	109	\$16,930
Task 3. Public Input Plan	\$15,590		\$1,200	112	\$16,790
Task 4A. Bathymetric and Aquatic Plant Surveys	\$9,320		\$1,560	81	\$10,880
Task 4B. Water Column & Water Quality Sampling	\$12,550	\$7,590	\$8,130	111	\$28,270
Task 4C. Upstream and Downstream Monitoring	\$15,310	\$2,640	\$3,730	146	\$21,680
Task 4D. Groundwater Assessment	\$3,690	\$530	\$690	35	\$4,910
Task 4E. Technical Memorandum	\$22,420		\$920	163	\$23,340
<b>Total</b>	<b>\$103,320</b>	<b>\$10,760</b>	<b>\$17,270</b>	<b>805</b>	<b>\$131,350</b>
Optional Tasks	Labor	Subs	Direct Charges	Labor Hours	Total Cost
Task O1. In-Lake Bacteria Testing (per sample)	\$110	\$60		1	\$170
Task O2. Internal Phosphorous Loading Analysis and Water Quality Modeling	\$3,090	\$29,700	\$410	24	\$33,200
Task O3. CyanoToxin Testing (per sample)	\$100	\$140	\$120	1	\$360

**Notes/Assumptions:**

- The cost estimate for the "Proposed" Tasks is the proposed total cost estimate for the Project. The cost estimates for the individual "Optional" Tasks are not part of the proposed total cost estimate. These tasks would not be performed unless approved by CPCWDC.
- Potential CPCWDC modifications to quantity, duration, or nature of services described in ESS's Non-Price Proposal Response may incur an additional cost and/or appropriate adjustment of the proposed total cost. Should CPCWDC desire to make such a modification, ESS will provide an estimate of additional cost, if any, upon request, once the scope and approach for the Optional Task is agreed upon.
- Additional Project assumptions are provided in ESS's Non-Price Proposal under the designated tasks.
- Optional Tasks O1 and O3 provide costs for collection of bacterial and cyanotoxin samples on a per sample basis assuming the samples are collected during a monthly sampling event. Additional costs would be incurred if the samples are to be collected during a separate Site visit.







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[www.essgroup.com](http://www.essgroup.com) | [info@essgroup.com](mailto:info@essgroup.com)

**ESS GROUP, INC. BILLING RATE TABLE**  
**Consulting Labor Fees and Direct Charges – June 2021 through June 2022**  
**Central Plymouth County Water District Commission - Silver Lake Water Quality Monitoring**  
**ESS Proposal No. 17835**

ESS Group, Inc. (ESS) will complete approved scope(s) of work described in the attached Proposal in accordance with Terms and Conditions of the contract executed between ESS and the Central Plymouth County Water District Commission and the following consulting labor rates and direct cost charges. Please note that ESS Cost Estimates, Labor Rate, and Direct Cost schedules are considered confidential business information for Customer review only.

**CONSULTING LABOR FEES**

Billing Category	Hourly Billing Rate
Expert Witness Testimony and Related Services (including preparation)	1.5 x Billing Category Rate
Project Director	\$215
Project Manager	\$165 - \$185
Senior Project Engineer/Scientist	\$140 - \$155
Project Engineer/Scientist (Task 4 Field Efforts)	\$95
Project Engineer/Scientist (All Other Services)	\$95 - \$130
Administrative/Project Support	\$80

**DIRECT CHARGES**

Services and Costs	Rate
Subconsultant Management Services	Cost plus 10%
Expenses	Cost plus 10%
Specialty or Required Field Equipment, Software, Insurance	As priced
Client Required ISNetworld.com Registration and Participation	\$600 per year
Project Data Storage, Communications	4% of ESS Labor Charge
Reprographic Services and Mailing	As priced
Client Required Invoice Letters, Summaries, or Back-Up Data	\$200 per invoice

Rates are valid for ESS services provided between June 1, 2021 and June 30, 2022. ESS reserves the right to modify these rates after that period, and employee billing category may change during the year. As a result, labor rates and direct cost charges invoiced may change during the period of performance of the contract and scope of services.

