

**TOWN OF ACTON**  
**WATER RESOURCES ADVISORY COMMITTEE**  
**MEETING NOTES OF JULY 20, 2018**

**Documents:** Any documents utilized during this meeting are either included in these minutes, available on the web and/or can be examined at the Town offices during regular business hours.

**Present:** Lucy Kirshner, Ron Beck, Barry Rosen, Joan Gardner (BOS Liaison)

**Note Taker(s):** Barry Rosen

**Chairperson:** Ron Beck

**Called To Order:** The chairperson called the meeting to order on July 20, 2018 at 7:00 PM

**Old Business:**

1. Approval of Minutes: On a motion by Mr. Beck which was seconded by Ms. Kirshner, the minutes of June 28, 2018 were approved by a unanimous vote.
2. September 22 Workshop Note Taker: There was some discussion as to the need of a workshop note taker once again. The committee believed that it would be useful to have someone available to take the notes for the morning and afternoon general sessions which would include the feedback session from the general public attendees that would be present. At other meetings, it was noted that this person often helped with the logistics of the meeting. While the WRAC thought that Lisa Tomyl would be a good fit for this, the request for the note taker should go through the new Town Manager (John Mangiaratti). *Action Item: Ms. Gardner would discuss this with him during her next meeting with him.*
3. Report on potential meeting facilitator: Mr. Beck did conduct a telephone discussion with Ms. Sarah Bursky, one of the facilitators proposed for the September workshop. Mr. Beck reported to the committee that he felt very comfortable that she was the right person for the job. He further reported to us that she was available for that date. It was also possible that the Town of Acton would not have to pay the \$750 fee that she normally charges for her services as she will discuss with her employer (National Park Service) whether assisting in the workshop might be part of her job as a regional community planner dealing with water.

Mr. Beck sent Ms. Bursky information that would help bring her up-to-speed on our current planning. We would like to invite Ms. Bursky to speak with the full WRAC at our next meeting. It was suggested that a small group conduct a conference call with her to discuss her thoughts and any ideas she might have on our current workshop agenda.

*Action Item: Ms. Gardner, Mr. Beck and Mr. Rosen will conduct a conference call with Ms. Bursky on Monday, July 23, 2018 at 2:30 PM. Possibly by the end of this call, we will know if the town will need to pay a fee for the facilitator.*

4. Refinements to proposed workshop schedule: None were proposed at this time pending our conference call with Ms. Bursky on 7/23/2018. Any proposed changes will be discussed at the next meeting of the WRAC.
5. Scenario Refinements: Mr. Beck showed the group the “macro questions” that are being proposed by him and Mr. Rosen to help the workshop participants focus on some of the ideas that should be

considered in addressing each of the scenarios during the breakout group sessions. *Action Item: Mr. Beck will send the WRAC a written copy of the proposed “macro questions.”*

6. **Breakout Groups:** Ms. Kirshner and Ms. Gardner created the proposed breakout groups. The groups were designed to be heterogeneous and not have multiple members from any single group (like the WRAC) in a breakout group. The groups have been “shuffled” for the second breakout session. Mr. Rosen was able to confirm that pending a family issue, Mr. Chris Allen, the manager of the Water Supply District of Acton (AWD) will attend the workshop. Ms. Erika Amir-Lin and Dr. Ronald Parenti (both are AWD Commissioners) will also attend. A copy of the breakout group listing is attached to the minutes.
7. **Invitations to the workshop:** The committee realizes that it is important to begin sending invitations to the individuals and committees that have been selected. We feel that the invitations to both the town employees and to the town committees should come from Mr. John Mangiaratti, the Town Manager. We also felt that the invitation to State Senator Jamie Eldridge should come from the Town Manager. If Mr. Mangiaratti feels that the letter to town committees should come from both his office and the WRAC, we would be happy to participate and even author the joint letter. *Action Item: Ms. Gardner was asked to discuss the topic of workshop invitations with the Town Manager during her next visit with him.*
8. **Additional Workshop Planning and Budgeting:**
  - 8.1. The members felt that this should be completed during our next meeting when we have more information about any adjustments to the workshop agenda.
  - 8.2. Ms. Kirshner suggested that maps be made available. She noted how often at various meetings people want to see a map of an area in question to help them visualize and better understand the area that was being discussed. The group wholeheartedly supported this idea. Ms. Kirshner added (and all agreed) that it would be helpful to decide which map or maps should be included in the participants’ materials.

### **New Business:**

9. **Date/Time of Next Meeting:** Three additional meetings of the WRAC have been posted. An additional meeting of the committee is possible and would be posted separately in addition to the following:
  - 9.1. August 22, 2018 @ 7:00 PM at the AWD building.
  - 9.2. September 22, 2018 @ 8:00 AM at Acton Town Hall (Workshop participation).
  - 9.3. September 26, 2018 @ 7:00 PM at the AWD building.

### **Adjournment:**

On a motion by Mr. Rosen which was seconded by Mr. Beck, the meeting was adjourned at 8:20 PM by a unanimous vote.

**Scenario #1:** The rate of water consumption in Acton begins to exceed the amount permitted by the Water Management act.

<b>First Session</b>	<b>Second Session</b>
Selectman: Janet	Selectman: Joan
AWD: Matt	AWD: Chris
WRAC: John Cipar (WLMAC)	WRAC: Barry
Conservation committee member	Director of Planning
Planning Board Member	Land use (Selby)
Fire Department	

**Scenario #2:** Contamination enters a well field and renders it not useful for foreseeable future.

<b>First Session</b>	<b>Second Session</b>
Selectman: Jon	Selectman: Katie
AWD: Erika	AWD: Ron P.
WRAC: Ron B.	WRAC: Lucy
Director of Health	Conservation Comm member
Fin Com member	Natural Resources
	Board of Health member

**Scenario #3:** A large organization wants to construct a number of buildings in Acton's "technical district."

<b>First Session</b>	<b>Second Session</b>
Selectman: Katie	Selectman: Peter
AWD: Steve	AWD: Erika
WRAC: Barry	WRAC: Bob
Natural Resources	Planning Board Member
Director of Planning	ZBA member

**Scenario #4:** Stow approaches Acton to seek a mutually beneficial water supply

<b>First Session</b>	<b>Second Session</b>
Selectman: Peter	Selectman: Jon
AWD: Ron P.	AWD: Steve
WRAC: Lucy	WRAC: Ron B.
Town manager	Fire Department
Land Use (Selby)	Director of Public Works

**Scenario #5:** Town needs to site another waste water treatment discharge site to accommodate disposal for failing septic systems.

<b>First Session</b>	<b>Second Session</b>
Selectman: Joan	Selectman: Janet
AWD: Matt	AWD: Matt
WRAC: John Cipar (WLMAC)	WRAC: John Cipar (WLMAC)
Director of Health	Director of Health
Fin Com member	Fin Com member
Town manager	Town manager