



## WATER RESOURCES ADVISORY COMMITTEE

### Meeting Minutes

July 10, 2025

7:00 PM

Virtual Meeting

**Present:** Barry Rosen, Ron Parenti, Corey Godfrey, Joe Robb, and Dave Boccuti

**Chairperson:** Joe Robb

**Clerk:** Ron Parenti

**Others in Attendance:** Alissa Nicol (Select Board Liaison), YuTao Wang, Brewster Conant Jr., Kim Kastens, John Petersen, and Michael Watkins

### 1. Opening

WRAC chair Joe Robb opened the meeting at 7:05 PM.

### 2. Regular Business

- A. Public Remarks/Comments – Alissa Nicol informed the Committee that the Town has reduced staff schedules from a 40-hour work week to 36 hours to improve staff retention and recruitment. The Town is also asking committees that request the attendance of a staff member and hold meetings in the evening to consider shifting the meeting time to fall within the normal work day. Nicol also stated that the Select Board recently reviewed the Sewer Governance Report generated by the Edward J. Collins, Jr. Center for Public Management, and has decided to establish an independent Sewer Commission. The Sewer Commissioners are currently the members of the Select Board, and the Sewer Commission would assume some of the duties and responsibilities for sewer management. Commission members would be appointed by the Select Board.  
John Petersen suggested that the upcoming discussions relating to a new Sewer Commission would be a good time for the Town to revisit the management of all water-related services, including the delivery of potable water, sewer and septic system maintenance, and maintenance of the stormwater network. Petersen indicated that he plans to discuss his ideas for a coordinated oversite of these services with Town officials.
- B. Review of WRAC Meeting Minutes from 12 June 2025 – A motion to approve the minutes for 12 June 2025 was made by Barry Rosen and seconded by Ron Parenti. The motion to accept the minutes was approved unanimously by the members in attendance, Barry Rosen, Ron Parenti, Corey Godfrey, and Joe Robb.
- C. Review of the Stormwater Report, Section 6 Draft – The Committee had originally planned to ask the Town's legal staff to assist with this section, which deals with the enabling regulations needed to enable the sustainable funding options that are discussed in the report. However, at the meeting of 13 June it was decided that the report should not include actionable legal language but instead provide an overview of the actions that the Town would need to take to enable each of the sustainable funding alternatives. The



first draft of this section was provided by Barry Rosen, who described the content and answered questions from Committee members. Parenti suggested that the organization of this section should mimic that used in Section 5, which describes the funding options reviewed in the report. He also suggested that the section incorporate some of the tables included in the [Stormwater Financing/Utility Starter Kit](#), which is referenced in the section draft. Kim Kastens suggested that the section include a sample stormwater utility bylaw ordinance that has been enacted by a neighboring town, and questioned the reference to the ordinance developed by the Pioneer Valley Planning Commission. Barry Rosen responded that he used the Pioneer Valley Planning Commission ordinance because it is very general and flexible, whereas the those prepared by surrounding towns include wording that is specific to those towns.

- D. Review of the Stormwater Report, Section 7 Draft – Since Mike Geis was unable to attend this meeting, Parenti presented Geis' comments to the Committee. Geis had concerns about the wording of the first paragraph of the report, which did not clearly differentiate the duties of the Town and Water District with regard to the operation of the sewer, potable water, and stormwater utilities. He also suggested that the color schemes used in the pie charts included in this section should be modified to make them more understandable. Committee members agreed with these suggestions, and Parenti indicated that the next draft would be revised to make the charts more readable. Brewster Conant asked about the response to the survey question about issues that issues that needed further clarification. These responses have not been included in the latest draft of Section 7 since they were judged to be outside of the scope of that part of the report; however, Parenti indicated that this information, as well as the optional written responses, could be included in an appendix. It was also suggested that Section 7 include a comparison of the age statistics for the survey respondents and census information for the town of Acton to determine if their demographics are similar. The survey conclusions included in this section were reviewed, but no major wording changes were suggested.
- E. Any Other New Business – Michael Watkins informed the Committee that he has taken an interest in stream crossing standards established by the State, and has generated a white paper titled “Overview of Massachusetts and Town of Acton Regulations and Standards for Stream Crossings and Culverts”. He also attended a recent meeting of the Nashua River Watershed Association that discussed culvert assessment. Watkins indicated that he would like to summarize the information that he has collected in a PowerPoint presentation that would be given to the WRAC at a future meeting.

### 3. **Adjournment**

Committee members agreed to hold their next two meetings on 31 July 2025 at 7pm and 4 September 2025 at 7pm. A motion to adjourn the meeting was made by Ron Parenti and seconded by Barry Rosen. This motion was unanimously approved by roll call vote of the members in attendance at 8:45 pm. All documents referenced during this meeting can be found on DocuShare at <https://doc.acton-ma.gov/dsweb/View/Collection-19347>.



## Meeting Chat File

19:42:07 From Kim Kastens to Host and panelists:

Demographics are here:

<https://www.census.gov/quickfacts/fact/table/actontownmiddlesexcountymassachusetts/BZA010222>

19:59:22 From Kim Kastens to Host and panelists:

For the blue bar graph figures, “Recommendations for project funding transfers” did not communicate with me at all. Can you try something more like “If other parts of the town budget were to be reduced to pay for storm water expenses, which parts of town budget would you be most willing to reduce?”