



TOWN OF BOXBOROUGH Meeting Minutes

Boxborough Water Resources Committee Meeting Minutes for August 1, 2023

Approved, September 12, 2023

The Boxborough Water Resources Committee (WRC) held its monthly meeting on August 1, 2023, via the Zoom application. The Chair called the meeting to order at 7:35 PM.

Voting members present: Les Fox, Chair; Bryon Clemence, Clerk; Janet Keating-Connolly; Bryan Lynch; John Markiewicz; Stephen Schmitt.

Voting members absent: None.

Non-voting members present: None.

Others present: None.

Public participation: None.

1. Review and approve minutes. The Committee approved the minutes of June 27, 2023, as amended, by a roll call vote of 6 to 0 (moved by Schmitt, seconded by Markiewicz).

2. Correspondence. Fox reported on: (1) the Sustainability Committee's invitation to its carbon reduction courses; Clemence noted the master plan assigns the Town Planner lead responsibility for preparing a climate resiliency plan, with input from other boards, including the WRC and (2) availability of the MWRA MetroWest report; he will have it posted when he gets a copy; Keating-Connolly reported that the Littleton Water Department (LWD) had filed an Expanded Environmental Notification Form for its new well and water mains, which includes the water line extension into Boxborough; comments are due to MEPA by August 25. Fox suggested that members can submit individual comments, and Lynch suggested that commenting through MEPA may not be the best way for the WRC to provide comments to LWD. Fox will check the use of Dropbox for the document.

3. Survey for The Park at Beaver Brook (Campanelli). Fox reported on the Town Planner's survey regarding amenities that the town would like Campanelli to provide as a condition of the permit extension it is seeking. Suggestions from WRC members included a new fire station, more open space, well access, access to fire pond, and formally abandoning plans for a golf course. The survey is due on September 15. Keating-Connolly noted that Campanelli had submitted an Environmental Notification Form for the project.

4. 1414 Massachusetts Avenue and Adams Place. Keating-Connolly reported that the Planning Board held a hearing for Adams Place and denied the permit; the owners have sued the town.

5. Patch Hill monitoring wells. The Committee discussed reasons the wells may have been installed and who might know about them. Fox to follow up with the Planning Board.

6. Littleton Water Department (LWD) water line extension. Fox reported on the LWD webinar held on 7/26/2023. About 45 people attended, and some of the announcements sent to owners were not delivered. The Town Clerk has posted the slides and recording to the WRC webpage.

7. Request for Proposals (RFP) scope. The Committee discussed topics of concern to be included in the RFP, including the need to update previous buildout analyses and to review the Aquifer Protection District.

8. Request for Proposals (RFP) funding. Fall Town Meeting is scheduled for 11/6/2023, and articles are due in August. Fox reported it will not be necessary to repurpose previous WRC articles, and he will inform the Select Board and Finance Committee. Markiewicz noted that Phase 1 needs to support a request for a Town Meeting appropriation for subsequent phases.

9. Request for Proposals (RFP) working group. The working group will continue to draft the RFP scope, and the Town Administrator and Town Planner will be involved in obtaining proposals. Fox noted that anyone can reply to the working group.

10. Future meeting schedule. Next meeting was scheduled for Tuesday, September 12, 2023, 7:30 PM, via Zoom. Fox to check with the Assistant Town Administrator about holding hybrid meetings.

11. Adjourn. The meeting adjourned at 10:11 PM on a roll call vote of 6 to 0 (moved by Keating-Connolly, seconded by Markiewicz).

List of documents and other exhibits used at the meeting. Draft meeting minutes for June 27, 2023; RFP questions from Fox.

Respectfully submitted,

Bryon Clemence, Clerk