

BOSTON GROUNDWATER TRUST (BGwT)
BOARD MEETING
May 15th, 2014

The Board of Trustees of the Boston Groundwater Trust held its meeting in the Patriot Room at the Lenox Hotel. The Executive Director posted a meeting notice at City Hall in accordance with provision of the Commonwealth's Open Meeting Law. Mr. Mitchell, co-chair, called the meeting to order at 4:04 pm. The following trustees were present:

Mr. Tim Mitchell, Neighborhood Association of the Back Bay
Mr. Peter Shilland, Ellis Neighborhood Association
Ms. Molly Sherden, Beacon Hill Civic Association (BHCA)
Ms. Janine Commerford, Greater Boston Real Estate Board (GBREB)
Mr. Greg Galer, the Boston Preservation Alliance

Also present:

Elliott Laffer, BGwT Executive Director; Christian Simonelli, BGwT Technical & Recharge Coordinator; Mohona Siddique; City Councilor Josh Zakim's Office

1. Adoption of the minutes of the March 20th, 2014 Meeting

Minutes were previously electronically distributed to board members for review. Discussion followed.

Ms. Sherden, Trustee, moved to adopt the revised minutes; Mr. Galer, Trustee, seconded the motion.

Voted: To accept the minutes of the March 20th, 2014 meeting.

2. Financial Report

Ms. Sherden reviewed the custom transaction detail report and balance sheet detail. Discussion followed.

Ms. Sherden noted that the BWSC anticipated annual contribution of \$25K has not yet been received. Mr. Laffer noted that he's been in contact with BWSC and will follow-up with them next week. Discussion followed.

3. Adoption of the FY2015 Budget

Ms. Sherden reviewed the proposed FY 2015 budget. Discussion followed.

Mr. Galer moved to adopt the FY 2015 budget; Ms. Commerford, Trustee, seconded the motion.

Voted: To adopt the FY 2015 budget.

4. Approval of award of FY 2015 Well Installation Contract

Requests for proposals for the FY2015 observation well installation contract were sent out to three drilling contractors (New Hampshire Boring, Inc., Northern Drilling Service, Inc., and Geo-Logic Earth Exploration Inc.) on March 4, 2014. Mr. Simonelli reviewed his analysis of the bids submitted by New Hampshire Boring, Inc. and Northern Drilling Service, Inc.; Geo-Logic did not submit a bid. Discussion followed. Mr. Simonelli recommended that the 11 observation well installation contract be awarded to the low bidder, New Hampshire Boring, Inc. Discussion followed.

Mr. Galer moved to award the contract to New Hampshire Boring, Inc. in the amount of \$26, 733. Ms. Sherden seconded the motion.

Voted: To award the contract to New Hampshire Boring, Inc. in the amount of \$26, 733.

5. Executive Director's Report

BGwT Executive Director Mr. Elliott Laffer distributed his report. Discussion followed. Refer to the attached *Executive Director's Report: May 15th, 2014* for a complete list of all activities.

6. Technical & Recharge Coordinator's Update

BGwT Technical & Recharge Coordinator Mr. Christian Simonelli reviewed his activities since last meeting. Discussion followed. Refer to the attached *Technical & Recharge Coordinator's Update BGwT Meeting: May 15th, 2014* for a complete list of all activities.

7. Executive Session

At 5:10 pm the board entered into an Executive Session to discuss a personnel matter.. At this point Mr. Laffer and Mr. Simonelli left the room. Discussion followed.

The discussion ended at 5:25 pm. At this time the trustees returned to open session and Mr. Laffer and Mr. Simonelli re-entered the room.

Ms. Sherden moved to ratify the vote that was made in the executive session to authorize the co-chairs to implement the personnel matter discussed in Executive Session. Mr. Galer seconded the motion.

Voted: To ratify the vote that was made in the Executive Session to authorize the co-chairs to implement the personnel matter discussed in Executive Session.

8. Other Business

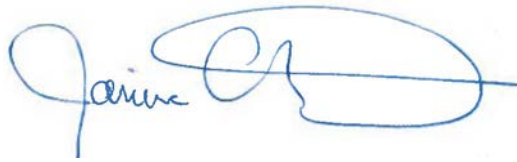
Mr. Laffer addressed the board and notified them of his planned retirement. Discussion followed. He noted that the co-chairs suggested Mr. Simonelli be looked at as the potential replacement. Discussion followed.

Mr. Simonelli also addressed the board and indicated that training and discussions have been occurring with Mr. Laffer since his arrival at the Trust offices in October of 2011. Discussion followed.

The meeting adjourned at 5:35 p.m.

NEXT MEETING: July 17th, 2014 @ 4:00 pm at the Lenox Hotel.

Notes submitted by Christian Simonelli, BGWT Technical & Recharge Coordinator, on 5/16/14.



FY2015, July 1,
2014-June 30, 2015,
BUDGET DRAFT
3/20/2014
OPERATING BUDG-
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	FY14 Budget	Proj FY14 end of year	FY15 Budget
Income			
City Appropriation	169.4	169.4	169.4
BWSC	25	25	25
Well Installation	0	7	0
Transfer from Reserves	23.2	11.9	20.7
Total Income	217.6	213.3	215.1
 Expense			
Salaries	159.3	161.4	161
Retirement	4.9	4.7	4.9
FICA + Unemployment	13	13.2	13
Health & Dental Insurance	7.5	7.4	7.4
Workers Comp	0.7	0.7	0.7
Paid Well Installation	3.5	3.5	0
Well Maintenance	1.5	0.9	1.5
Rent	11.5	11.8	12.4
Electric	0.2	0.2	0.2
Telephone	2	1.9	2
Misc Office & Field Expense	2.5	1.3	2.5
Website	2	0.3	0.5
Continuing Education	1	0	1
Accounting	6	6	6
Contingency	2	0	2
Total Expense	217.6	213.3	215.1

RESERVES BUDGET

	FY14 Budget	Proj FY14 end of year	FY15 Budget
Opening Balance	697.8	697.8	659.2
Income			
Interest	9	30.4	21.4
Expense			
Premium for Bond Purchase	0	49	0
Well Installation	15	3.4	27
Green Alley Pilot Project	4.7	4.7	0
Website Update	2	0	0
Transfer to Operating	23.2	11.9	20.7
Total Expenses	44.9	69	47.7
Ending Balance	661.9	659.2	632.9

Notes to Reserve Budget:

1. Balances maintained in accounts in accordance with the Boston groundwater trust Investment Policy Statement adopted 9-20-12
2. Bond purchase premiums and interest income include only holdings as of 1-31-14
3. On 3-26-09, the trustees voted to set aside and group the reserve funds into an unrestricted fund for the following uses:
Groundwater Research Fund; Network Upgrading Fund; and Contingency for Technical Assistance Fund, with no designation of specific funding for any of the categories. FY14 and FY15 transfers, which shall be used only if necessary after contingency, are for costs associated with Technical Assistance and Groundwater Recharge Research.

EXECUTIVE DIRECTOR'S REPORT
May 15, 2014

1. **City-State Groundwater Working Group** – The Working Group met on April 29. Reports from individual agencies are described below.
2. **MBTA** – Groundwater levels in the section of the South End near Back Bay Station where the T has installed additional continuous recharge systems have continued to rise slowly, although they have not yet reached the levels projected by the system designers. The T continues to monitor and adjust the system as they deem necessary. They are hopeful that the planned changes at the Benjamin Franklin Institute (see BWSC below) will allow levels to rise where they are still somewhat below the projected and adequate levels.
3. **BWSC** – BWSC continues to investigate the cause of low groundwater levels near the corner of Commercial and Richmond Streets in the North End, with more dye testing scheduled for May; inspection of the large sewer pipe by a diver did not reveal any problems. They continue to press the Benjamin Franklin Institute, which is under orders to comply and behind schedule, to complete their planned repairs so that the Institute will no longer be pumping groundwater. On Blagdon Street, inspections so far do not reveal a likely BWSC related problem; they will look farther if the MassDOT repairs (see below) do not lead to increased water levels on Blagdon Street.
4. **MassDOT** – MassDOT inspected the rest of the drain line from the MassPike Prudential tunnel and discovered several leaks near Exit 20, very close to a long standing low groundwater zone at the corner of Exeter Street and Huntington Avenue. Levels are now at the lowest that we have ever measured; our Technical Advisory Committee members have speculated that this may be because the cleaning of the line opened the leak wider. Repairs should take place in the next 1-2 weeks.
5. **GCOD** – Compliance with GCOD continues to be excellent, thanks to the efforts of ISD, BWSC, the BRA, and the Board of Appeals. Over 220 recharge systems have now been installed under the GCOD. The Board of Appeals has put in place a streamlined system that sets up a special portion of Board hearings for those projects that require only a conditional use permit for GCOD; this will take them out of the regular queue, reduce wait time for a hearing on these cases, and also allow the Board to slot additional cases in its regular agenda. The system has begun to get GCOD only cases in front of the Board more quickly.
6. **Porous Alley** – Bids have been received on the porous alley project and were within projected budget costs. The contract should be awarded soon, with construction likely in June.
7. **Website** – We continue to have very positive feedback on our revised website, and traffic remains substantial.
8. **Meetings** – I participated in an Urban Land Institute sponsored charrette on the effect of rising sea levels, forming part of a team that looked at potential issues in the Back Bay. Christian and I met with the developer of condominium units at 380 Commonwealth Avenue (now part of the Harvard Club) to discuss the planned recharge system.

<p style="text-align: center;">TECHNICAL & RECHARGE COORDINATOR'S UPDATE BGwT Meeting: May 15TH, 2014</p>
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TECHNICAL COORDINATOR DUTIES

WELL MONITORING

I finished the first set of readings for 2014 on Tuesday April 8th. I started a new set of readings on Wednesday April 16th.

MEETINGS

- Attended City-State Groundwater Working Group meeting on 4/29
- Attended an Effective Writing Course for Engineers hosted by GEI and instructed by Trust Technical Advisory Committee member Mike Paster.

RECHARGE COORDINATOR DUTIES

MEETINGS

- Attended the Ellis Neighborhood Association Meeting on 3/25. Updated the Association on the Recharging efforts of the MBTA in the area.
- Filled in for Elliott at the board of Appeals on 4/22
- Spoke with residents and developers about the installation of different types of recharge systems that can be installed
- Continued to write comment letter drafts on past projects and review them with Elliott

DATA LOGGER LOCATIONS

Ellis Neighborhood (7)

- 1 at the corner of Berkley & Chandler St.
- 1 on Saint Charles St.
- 2 on Cazenove St.
- 1 at the corner of Tremont & Appleton St.
- 1 on Columbus Ave., adjacent to 75 Clarendon St.
- 1 in front of 41 Berkeley St.

Blagden Street (3)

- 2 from the Exeter – Dartmouth St.
- 1 in front of the Copley Square Hotel

North End: Commercial Street (3)

- 1 at the corner of Richmond and Commercial St.
- 1 on Commercial St. in front of 145 Commercial St.
- 1 on Atlantic Ave., in front of 103 Atlantic Ave.

Alignment Loggers (3 Uploaded on a Monthly basis)

- 1 Between Turnpike Crash Wall and the Railroad alignment, underneath the Arlington St. Bridge
- 1 Between Turnpike Crash Wall and the Railroad alignment, underneath the Berkeley St. Bridge
- 1 Adjacent to the alignment, at the rear of 95 Berkeley St.

Southwest Corridor: Alley 543, West Canton, & Holyoke Street (6)

- 2 in Alley 543
- 1 in front of 243 West Canton Street
- 1 in front of 38 Holyoke Street
- 1 in front of 24 Holyoke Street
- 1 @ at the corner of Holyoke Street and Columbus Avenue