

BOSTON GROUNDWATER TRUST (BGwT)
BOARD MEETING
May 26, 2011

The Board of Trustees of the Boston Groundwater Trust held its meeting in the Heritage meeting room, which is located in 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. Gilbert, Trustee, called the meeting to order at 4:11 pm. In lieu of the co-chairs not being present at the time Mr. Gilbert declared that there was a quorum. Mr. Gilbert turned control of the meeting over to Mr. Mitchell, co-chair at 4:17 pm. The following trustees were present:

Mr. Gary Saunders, Boston Back Bay Association
Mr. Tim Mitchell, Neighborhood Association of the Back Bay
Mr. Peter Shilland, Ellis Neighborhood Association
Mr. Peter Sherin, Greater Boston Chamber of Commerce
Mr. Galen Gilbert, Fenway Community Development Corporation (CDC)
Mr. Jim Hunt, Mayor's Office
Ms. Nancy Grilk, City of Boston
Mr. Felix Arroyo, City Council At-Large

Also present:

Elliott Laffer, BGwT Executive Director; Christian Simonelli, BGwT Technical & Recharge Coordinator; James Lambrechts; Wentworth Institute of Technology; Stuart Rosenberg, City Councilor Felix Arroyo's Office; Charlotte Fleetwood; Boston Transportation Department, Bill Egan; Boston Public Works, Anne M. Pistorio, North End Water Front Residents Association (NEWRA) Groundwater Working Group;

1. Adoption of the minutes of the March 24, 2011 Meeting

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

Mr. Hunt, Trustee, moved to adopt the minutes. Mr. Sherin, Trustee, seconded the motion.

Voted: To accept the minutes of the March 24, 2011 meeting.

2. Financial Report

In Ms. Sherden's, Trustee, absence Mr. Laffer reviewed the BGwT *Financial Report and Reconciliation Detail*. Discussion followed.

Mr. Laffer noted BWSC's annual contribution of \$25,000. Discussion followed.

3. 2011 Well Installation Program Contract Award

Mr. Laffer reviewed Mr. Simonelli's bid analysis for the upcoming 13 observation well installation contract. Discussion followed.

Mr. Laffer noted that bids were received from all four of the drilling contractors that were previously contacted. Mr. Laffer noted that for the first time ever the low bidder was Geo-Logic Earth Exploration, Inc., not New Hampshire Boring, Inc. Discussion followed. Refer to Mr. Simonelli's attached 13 observation well bid analysis for a complete breakdown of all unit prices.

Mr. Sherin and Mr. Shilland, Trustee, asked Mr. Simonelli if Geo-Logic has worked in the city of Boston before and if they are a known entity in the Engineering field. Mr. Simonelli noted that Geo-Logic has worked in the city of Boston and that they are indeed a known entity in the Engineering field. Discussion followed.

Mr. Simonelli also noted that he checked with various Engineers and all noted that Geo-Logic is more than capable of performing the required well installations. Mr. Laffer added that the Technical Advisory Committee had also reviewed the proposals and the experience their firms have had with Geo-Logic and felt they were thoroughly capable of implementing the project. Discussion followed.

Mr. Gilbert, Trustee, moved to award the contract to Geo-Logic Earth Exploration.. Mr. Hunt seconded the motion.

Voted: To award the 13 Well Installation contract to Geo-Logic Earth Exploration, Inc.

4. Adoption of FY 2012 Budget

Mr. Laffer reviewed the proposed FY 2012 budget. Discussion followed.

Mr. Laffer noted that the city's budget has again included level funding for the BGwT in FY2012. Discussion followed.

Mr. Laffer noted that the contingency line item was zeroed out from this year's budget. He noted that the contingency has never been used by the BGwT. Discussion followed.

Mr. Hunt inquired about the \$11k line item for website expense. Mr. Laffer noted that expense is for one time cost of upgrading the map on the BGwT site. Discussion followed.

Mr. Sherin noted the reserve ending balance and questioned what the minimum number should be. Mr. Mitchell noted that the reserve funds should indeed be a specific number. Discussion followed.

Mr. Mitchell noted that the BGwT could look at cutting back operations if the reserve funds dipped below an appropriate level. Mr. Hunt noted that the BGwT runs a very tight, efficient organization and that would not be the most logical choice. Mr. Hunt suggested the board look into additional sources of income streams. Discussion followed.

Mr. Hunt moved to adopt the BGwT FY 2012 budget. Mr. Gilbert seconded the motion.

Voted: To adopt the BGwT FY 2012 budget.

5. BTD Presentation on Recharge Program

Charlotte Fleetwood from BTD presented Boston Complete Streets. , initiative to improve the quality of life in Boston life by creating streets that are both great public spaces and sustainable transportation networks. Ms. Fleetwood highlighted some of the following during her presentation:

- The number of projects throughout the city
- The benefit of additional trees
- The use of pavers and pervious concrete in sidewalks
- Road and lane diets and how the reduction in width in both is beneficial for optimizing space in the city
- Pavement design and permeable roadway materials
- Differences in street types such as downtown commercial, downtown mixed-use, neighborhood residential, neighborhood main street, and industrial

Discussion followed.

Mr. Hunt noted that the BGwT would be interested in participating in future discussions. Mr. Laffer noted that he would be more than happy to participate. Discussion followed.

Mr. Simonelli noted that a 2008 Flexi-Pave tree pit installation along Huntington Ave. indicated a 1' rise in water elevation, in an adjacent observation well. Ms. Fleetwood noted that the Huntington Ave. installation will be the standard for all future tree pit installations. Discussion followed.

Mr. Mitchell indicated that many of the BGwT's wells reside in the sidewalks and questioned if efforts were made to ensure that the wells were not destroyed or damaged during construction of permeable areas. Mr. Laffer noted that efforts have been made to include the BGwT's well infrastructure in the city's database. Mr. Egan is aware of such efforts and noted that care is taken to avoid damage or destruction of BGwT wells. Discussion followed.

6. Executive Director's Report

BGwT Executive Director Mr. Elliott Laffer distributed his report. Discussion followed. Refer to the attached *Executive Director's Report: May 26, 2011* for a complete list of all activities.

7. Technical & Recharge Coordinator's Report

BGwT Technical & Recharge Coordinator Mr. Christian Simonelli presented his activities since last meeting. Discussion followed. Refer to the attached *Technical & Recharge Coordinator's Update BGwT Meeting: May 26, 2011* for a complete list of all activities.

The meeting adjourned at 5:58 p.m.

NEXT MEETING: July 21, 2011 @ 4:00 pm at the Lenox Hotel.

Notes submitted by Christian Simonelli, BGWT Technical Coordinator, on 5/27/11.

Respectfully submitted:

A handwritten signature in cursive script, appearing to read "Gordon Gilbert".

Secretary

**BOSTON
GROUNDWATER
TRUST FY12
DRAFT OPERAT-
ING BUDGET**

30-Mar-11

All amounts in
\$000

	FY11 Budget	FY11 Projected Final	FY12 Budget	Comments
Income				
City Appropriation	169	169	169	
BWSC	25	25	25	
Well Installation	0	7	7	
Interest	15	13	10	See Note 4
Transfer from Re- serves	6	0	25	
Total Income	215	214	236	
Expense				
Salaries	146	144	150	
Hourly Wages	11	10	10	
Retirement	4	5	5	
FICA + Unemp	13	13	14	
Health + Dental Ins	7	6	7	
Workers Comp	1	1	1	
Paid Well Installation	0	4	10	See Note 1
Well Maintenance	2	1	4	See Note 2
Rent	12	12	12	
Electric	1	1	1	
Telephone	1	1	1	
Misc Office & Field Exp	2	4	2	See Note 3
Website	4	1	11	
Continuing Education	0	0	2	
Accounting	6	6	6	
Strategic Planning	0	0	0	
Contingency	5	0	0	
Total Expense	215	209	236	
Surplus/Deficit	0	5	0	

Notes

1. One well paid for in FY11 will be installed in FY12
2. Additional cost is to purchase new well covers to replenish inventory
3. Overrun because of need to replace copier, printer, and 2 computers, all of which were failing
4. Interest is accrued. Interest on certificates of deposit paid at maturity

**BOSTON
GROUNDWATER
TRUST DRAFT
FY12 RESERVES
BUDGET**
amounts in \$000

	FY11	FY12	
Opening Balance	784	734	See Note 1
Expenses			
Well Installation	35	28	
Research Project	15	0	
Transfer to Operat- ing	0	25	
Total Expenses	50	53	
Ending Balance	734	681	

Notes

1. Balances maintained in certificates of deposit and money market fund, all 100% FDIC insured
2. On March 26, 2009, 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.

EXECUTIVE DIRECTOR'S REPORT
May 26, 2011

1. **City-State Groundwater Working Group** – The Working Group will meet again in July.
2. **MBTA** – The design contract for the Tunnel Repair Project that includes the work to design the long term solution to low groundwater problems in the South End near Back Bay Station is currently being reviewed in the MBTA Legal Department. It will then go to the General Manager and the MBTA Board for approval.
3. **BWSC** – BWSC has repaired the problem in the manhole that feeds one of the recharge galleries under Back Street from the Storrow Drive Tunnel pump station; groundwater levels on Back Street have largely recovered from their drop. BWSC plans to have completed a television inspection of the junction between a drain line on Dartmouth Street and the West Side Interceptor sewer under Beacon Street that is now thought to be the most likely cause of the depressed groundwater levels along Dartmouth Street by the end of the month; if they can find the leak, a repair plan will follow.
4. **MassDOT** – MassDOT plans to begin the cleaning and inspection of the drain line serving the Prudential Tunnel of the Turnpike shortly. This will be the first cleanout of the drain line since the extension was built over 50 years ago. It may well reveal potential causes of low groundwater levels in several areas adjacent to the Turnpike and its ramps.
5. **GCOD** – Compliance with GCOD remains excellent. We have now seen over 200 cases go through the Board of Appeals, with only three very justified variances granted. The BRA has made sure that projects in the GCOD area that were approved prior to its adoption but require modified zoning because of project changes in light of the changed economy meet GCOD requirements. The BRA has also made sure that those projects that are part of Institutional Master Plans or Planned Development Areas and don't go before the Board of Appeals still meet all of the requirements of the GCOD. Project proponents now understand the importance of compliance and have been generally very cooperative. There are now 134 recharge systems in service that were installed under GCOD.
6. **Technical Advisory Committee** – We have expanded our Technical Advisory Committee to include a representative of Sanborn, Head Associates, an engineering firm that has just begun working on geotechnical projects in the GCOD area. Kevin Stetson will join Jim Lambrechts of Wentworth, Mike Pastor of GEI, John Kastrinos of Haley & Aldrich, Bruce Fairless of GZA, Chris Erickson of McPhail, and our trustee Peter Shilland of CDM on our powerhouse committee, all of whom serve as volunteers.
7. **Website** – Traffic to the website has been climbing in recent months. There is a lot of traffic to the Recharge tab, as well as steady traffic to the wells section. We continue to get unsolicited compliments on the material on the site and its presentation.
8. **Meetings** – Christian and I met with Avalon Bay Communities and their engineer at their Exeter Street site in the Prudential Center to discuss the recharge system and plans to monitor groundwater levels before and during construction on their planned apartment tower that is expected to begin shortly. We met with the engineer for a project planned for 126 Brookline Avenue to discuss issues around potential GCOD compliance problems..
9. **Comment Letters** – I have filed comments on the Planned Development Area Master Plan for the modifications to the Christian Science Plaza. They will be posted shortly to our website.

**TECHNICAL & RECHARGE
COORDINATOR'S UPDATE
BGWT Meeting: May 26th, 2011**

WELL MONITORING

Our well network was last read from Apr. 22nd–May 12th. We started new set of readings on Monday May 16th.

CO-OP/PART-TIMER

I rehired Ryan Morrison to work part-time this summer as the BGWT well reader.

DATA LOGGERS

16 of our 24 of our data loggers are deployed throughout the west zone. I upload the following loggers on a weekly basis:

- 5 along Storrow Drive from Embankment Rd. - Clarendon St.
- 8 along Dartmouth Street from Beacon St. – Commonwealth Ave.
- 1 on Saint Charles St. and 2 on Cazenove St.
- 2 adjacent to the Southwest Corridor Alignment on Berkeley St.

The remaining loggers have been shut down.

CONTOURS

We continue to generate contours for all areas of our well network. Elliott and I have reviewed them with our technical committee. We continue to receive contours from BWSC.

RECHARGE

Elliott and I met with representatives from Berklee College of music to discuss the recharge infiltration system for the proposed 168 Massachusetts Avenue dormitory.

Elliott and I met with David Gillespie of Avalon Bay Communities and Mark Junghans of Vanasse Hangen Brustlin to discuss the recharge infiltration system for the proposed 888 Exeter Residences.

Elliott & I had a follow up site visit with Mr. Gillespie along with Kevin Stetson and Jaime Colby of Sanborn Head & Associates.

Elliott & I met with Howard Moshier of Vanasse Hangen Brustlin to discuss a proposed project located at 126 Brookline Ave.

Posted a porous asphalt pavement FAQ's link under the links tab on the BGwT site

MISCELLANEOUS

Submitted bids for the installation of 13 observation wells to 4 drilling companies. Received, reviewed, and analyzed bids from all 4 drilling companies. Submitted a recommendation to award to 13 observation well contract to Elliott.

Submitted PIC applications for the 13 observation wells to be installed this summer

Attended BRA Scoping session with Elliott for the proposed 41 Westland Ave building in the Fenway

Met with Elliott to review the different types of project categories and filings that are associated with triggering Article 32