



**Town of Boxborough  
Water Resource Committee  
Meeting Minutes  
December 7, 2004**

**Attendees:**

Name	Representing	Email	Phone
Bryan Lynch	Board of Health	blynch@vhb.com	
Mike Willis	Board of Health	Odin1mw@aol.com	
Kristin Hilberg	Board of Selectmen	khilberg@comcast.net	
Don Wheeler	Board of Selectmen	dwheel3577@comcast.net	
Norm Hanover	Conservation Commission	hanover@aics.net	

**Distribution:**

Name	Representing	Email	Phone
Mary Cobleigh	Board Of Health	mary.cobleigh@town.boxborough.ma.us	
Marie Cannon	Board of Health	Marie.Cannon@earthtech.com	
Elizabeth Hughes	Town Planner	elizabeth.hughes@town.boxborough.ma.us	

Michael Willis started the meeting off with roll call and used the supplied agenda to facilitate meeting discussions. The following summarizes the information, comments, and information exchanged during the meeting:

**Agenda Items:**

- A discussion on the state of the Town of Boxborough's water supply, a brief overview of the history of the WRC, and actions to move forward. Siting Analysis Report (SAR)

**Additional Items:**

- None

**Upcoming Milestones:**

- None

**Action Items and Status:**

- **ACTION:** Michael Willis to schedule a future WRC committee meeting with guest Savas Danos from the Littleton Water Department.
- **ACTION:** Willis to schedule a future WRC committee meeting with guest Jim Demming from the Acton Water Department.

**Next Meeting:**

The next meeting is scheduled for Tuesday January 18, 2005 at 7:00 PM.

**Agenda for Next Meeting:**

Guest Savas Danos from Littleton Electric and Water to discuss future possibilities for a Boxborough Public Water Supply

For information on the water resource meetings or to be included in the agenda, please contact Mary Cobleigh at 978-263-1116.

These are the WRC's meeting minutes as recorded by Michael Willis. Should any questions or comments arise, please contact Mike Willis within 5 days of issue. If no comments are received these meeting minutes will be considered an accurate representation of the meeting.



**Town of Boxborough  
Water Resource Committee  
Meeting Minutes  
January 25, 2005**

**Attendees:**

Name	Representing	Email	Phone
Bryan Lynch	Board of Health	blynch@vnb.com	
Mike Willis	Board of Health	Odin1mw@aol.com	
Kristin Hilberg	Board of Selectmen	khilberg@comcast.net	
Don Wheeler	Board of Selectmen	dwheel3577@comcast.net	
Norm Hanover	Conservation Commission	hanover@aics.net	
Jim Deming	Acton Water District	jim@actonh2o.com	

**Distribution:**

Name	Representing	Email	Phone
Mary Cobleigh	Board Of Health	mary.cobleigh@town.boxborough.ma.us	
Elizabeth Hughes	Town Planner	elizabeth.hughes@town.boxborough.ma.us	
Marie Cannon	Board of Health	Marie.Cannon@earthtech.com	

Michael Willis started the meeting off with roll call and used the supplied agenda to facilitate meeting discussions. The following summarizes the information, comments, and information exchanged during the meeting:

**Agenda Items:**

- The WRC welcomed guest speaker Jim Deming from the Acton Water District. Jim summarized the 1912 enabling legislation which included Boxborough in the Acton Water District. What it means to us:
  - 1) Acton Water District voters must vote to petition the state legislature to allow Boxborough or any portion of the town to become part of the Acton Water District.
  - 2) The state legislature must approve this.
- Jim explained the steps in setting up a public water supply system.
- Jim estimated the cost of an installed water supply to be approximately \$120/foot.
- Acton would be interested in expanding their water district. If they decided to move forward with helping to fund the infrastructure for the system, they would expect some portion of the excess water for use in the Town of Acton.

**Additional Items:**

- None

**Upcoming Milestones:**

**Action Items and Status:**

- **ACTION:** Willis to schedule a future WRC committee meeting with guest Jim Deming from the Acton Water Department. **CLOSED January 25, 2005**
- **ACTION:** Savas Danos to further investigate feasibility of developing well sources in Boxborough by researching the CDM information.
- **ACTION:** Willis/Lynch to continue to develop letter to the state to investigate funding for developing a municipal water supply based on the need to create a solution for the high salt levels in the wells adjacent to the MHD Salt Depot.
- **ACTION:** Willis - Prepare a drawing and presentation to present at the Town Meeting to vote for the funding required to begin well exploration.
- **ACTION:** Willis - Notify Selina to save a space for an article.
- **ACTION:** Willis - Prepare a summary for the town report.
- **ACTION:** Willis - Obtain rough order magnitude quotes to drill 1 bedrock (Wolf Swamp) and 2 unconsolidated (Harvard Gun Club and TBD) test wells to determine the cost for an article request.

**Next Meeting:**

The next meeting is scheduled for Tuesday February 22, 2005 at 7:00 PM.

**Agenda for Next Meeting:**

Discuss putting an article in front of the BOS to obtain funding for well exploration. Discuss the presentation to be given for the town meeting. Review the assistance CDM is offering in this stage. Determine other possible sources of funding.

For information on the water resource meetings or to be included in the agenda, please contact Mary Cobleigh at 978-263-1116.

These are the WRC's meeting minutes as recorded by Michael Willis. Should any questions or comments arise, please contact Mike Willis within 5 days of issue. If no comments are received these meeting minutes will be considered an accurate representation of the meeting.



**Town of Boxborough  
Water Resource Committee  
Meeting Minutes  
January 18, 2005**

**Attendees:**

Name	Representing	Email	Phone
Bryan Lynch	Board of Health	blynch@vnb.com	
Mike Willis	Board of Health	Odin1mw@aol.com	
Kristin Hilberg	Board of Selectmen	khilberg@comcast.net	
Don Wheeler	Board of Selectmen	dwheel3577@comcast.net	
Norm Hanover	Conservation Commission	hanover@aics.net	
Marie Cannon	Board of Health	Marie.Cannon@earthtech.com	
Savas Danos	Littleton Electric & Water Department	sdanos@lelwd.com	

**Distribution:**

Name	Representing	Email	Phone
Mary Cobleigh	Board Of Health	mary.cobleigh@town.boxborough.ma.us	
Elizabeth Hughes	Town Planner	elizabeth.hughes@town.boxborough.ma.us	

Michael Willis started the meeting off with roll call and used the supplied agenda to facilitate meeting discussions. The following summarizes the information, comments, and information exchanged during the meeting:

**Agenda Items:**

- The WRC welcomed guest speaker Savas Danos from the Littleton Electric and Water Department. Savas explained different scenarios which the Town of Boxborough may want to consider in developing a public water supply. These included a town water department, a partnership with a private water company, a limited water district, and partnering with adjacent towns. The concept of betterment was discussed in order to fund the project. It was generally agreed at the meeting that partnering with adjacent towns was the ideal solution.
- Savas summarized the process of determining whether or not a proposed well site could produce the flows needed to be a viable source.

**Additional Items:**

- None

**Upcoming Milestones:**

- None

**Action Items and Status:**

- **ACTION:** Michael Willis to schedule a future WRC committee meeting with guest Savas Danos from the Littleton Water Department. **CLOSED January 18, 2005**
- **ACTION:** Willis to schedule a future WRC committee meeting with guest Jim Deming from the Acton Water Department.
- **ACTION:** Savas Danos to further investigate feasibility of developing well sources in Boxborough by researching the CDM information.

**Next Meeting:**

The next meeting is scheduled for Tuesday January 25, 2005 at 7:00 PM.

**Agenda for Next Meeting:**

Guest Jim Deming from the Acton Water District to discuss future possibilities for a Boxborough Public Water Supply.

For information on the water resource meetings or to be included in the agenda, please contact Mary Cobleigh at 978-263-1116.

These are the WRC's meeting minutes as recorded by Michael Willis. Should any questions or comments arise, please contact Mike Willis within 5 days of issue. If no comments are received these meeting minutes will be considered an accurate representation of the meeting.



**Town of Boxborough  
Water Resource Committee  
Meeting Minutes  
February 22, 2005**

**Attendees:**

Name	Representing	Email	Phone
Marie Cannon	Board of Health	Marie.Cannon@earthtech.com	
Mike Willis	Board of Health	Odin1mw@aol.com	
Kristin Hilberg	Board of Selectmen	khilberg@comcast.net	
Norm Hanover	Conservation Commission	hanover@aics.net	

**Distribution:**

Name	Representing	Email	Phone
Mary Cobleigh	Board Of Health	mary.cobleigh@town.boxborough.ma.us	
Elizabeth Hughes	Town Planner	elizabeth.hughes@town.boxborough.ma.us	
Don Wheeler	Board of Selectmen	dwheel3577@comcast.net	
Bryan Lynch	Board of Health	blynch@vhb.com	

Michael Willis started the meeting off with roll call and used the supplied agenda to facilitate meeting discussions. The following summarizes the information, comments, and information exchanged during the meeting:

**Agenda Items:**

- Present at the meeting was Casey Lyons reporting for the Beacon.
- Discussed the importance of a financial analysis to determine the cost impacts of the following:
  - Installing a Municipal water supply
  - Utilizing the existing systems
  - Utilizing existing systems with treatment
  - Utilizing bottled water
- Discussed the rough order magnitude quote provided by CDM. An article needs to be drafted.
- Determined to investigate having a private contractor develop water in Boxborough. Ken from Whitewater to speak at a future meeting.

**Additional Items:**

- None

**Upcoming Milestones:**

- May Town Meeting

**Action Items and Status:**

- **ACTION:** Willis – Obtain rough order magnitude quotes to drill 1 bedrock (Wolf Swamp) and 2 unconsolidated (Harvard Gun Club and TBD) test wells to determine the cost for an article request. **CLOSED February 22, 2005**
- **ACTION:** Willis – Notify Selina to save a space for an article. **CLOSED February 22, 2005**
- **ACTION:** Willis – Prepare a summary for the town report.
- **ACTION:** Savas Danos to further investigate feasibility of developing well sources in Boxborough by researching the CDM information.
- **ACTION:** Willis/Lynch to continue to develop letter to the state to investigate funding for developing a municipal water supply based on the need to create a solution for the high salt levels in the wells adjacent to the MHD Salt Depot.
- **ACTION:** Willis – Prepare a drawing and presentation to present at the Town Meeting to vote for the funding required to begin well exploration.
- **ACTION:** Hilberg – Write draft article for groundwater exploration drilling based on CDM ROM.
- **ACTION:** Cannon – Schedule Ken from Whitewater to meet with the WRC to discuss a private contractor creating a municipal water supply.
- **ACTION:** Willis – Contact Dave Birt regarding exploration drilling at Harvard Sportsmen Club.
- **ACTION:** Willis – Contact Andy Miller to have CDM perform a cost analysis based on the comparisons mentioned in the agenda.

**Next Meeting:**

**NOTE!!!!!!** The next meeting is scheduled for Tuesday March 15, 2005 at 7:30 PM.

**Agenda for Next Meeting:**

**Meet with Ken from Whitewater. Discuss Beacon news article. Discuss status of the financial analysis. Thoughts for the Town presentation.**

**For information on the water resource meetings or to be included in the agenda, please contact Mary Cobleigh at 978-263-1116.**

**These are the WRC's meeting minutes as recorded by Michael Willis. Should any questions or comments arise, please contact Mike Willis within 5 days of issue. If no comments are received these meeting minutes will be considered an accurate representation of the meeting.**





**Town of Boxborough  
Water Resource Committee  
Meeting Minutes  
March 15, 2005**

**Attendees:**

Name	Representing	Email	Phone
Marie Cannon	Board of Health	<a href="mailto:Marie.Cannon@earthtech.com">Marie.Cannon@earthtech.com</a>	
Mike Willis	Board of Health	<a href="mailto:Odin1mw@aol.com">Odin1mw@aol.com</a>	
Norm Hanover	Conservation Commission	<a href="mailto:hanover@aics.net">hanover@aics.net</a>	
Don Wheeler	Board of Selectmen	<a href="mailto:dwheel3577@comcast.net">dwheel3577@comcast.net</a>	
Bryan Lynch	Board of Health	<a href="mailto:blynch@vhb.com">blynch@vhb.com</a>	
Doug Larson	Boxborough Resident	<a href="mailto:dlarson@geosyntec.com">dlarson@geosyntec.com</a>	
Kurt Hayes	Boxborough Resident		
Andy Miller	CDM	<a href="mailto:MillerA@cdm.com">MillerA@cdm.com</a>	
Ken Kells	Consulting Engineer	<a href="mailto:kwkells@snet.net">kwkells@snet.net</a>	
Steve Donovan	Whitewater, Inc	<a href="mailto:sdonovan@rhwhite.com">sdonovan@rhwhite.com</a>	

**Distribution:**

Name	Representing	Email	Phone
Mary Cobleigh	Board Of Health	<a href="mailto:mary.cobleigh@town.boxborough.ma.us">mary.cobleigh@town.boxborough.ma.us</a>	
Elizabeth Hughes	Town Planner	<a href="mailto:elizabeth.hughes@town.boxborough.ma.us">elizabeth.hughes@town.boxborough.ma.us</a>	
Kristin Hilberg	Board of Selectmen	<a href="mailto:khilberg@comcast.net">khilberg@comcast.net</a>	

Michael Willis started the meeting off with roll call and used the supplied agenda to facilitate meeting discussions. The following summarizes the information, comments, and information exchanged during the meeting:

**Agenda Items:**

- Steve Donovan (Whitewater Inc) and Ken Kells (a private consultant to Whitewater presented a scenario for private company run water district. In this scenario the town would have 20% ownership, Whitewater would have 20% ownership, with the remaining 60% would be owned by the water district area.
- Whitewater agreed to put together a rough estimate cost to supply the area west of I-495 to be presented at the next meeting.
- Andy Miller from CDM cautioned the Committee on putting any type of number against the cost of a water system until sources and yields can be determined. This will help to prevent any misconceptions. CDM cited they would not be able to provide an accurate analysis until the sources and yields were determined.
- John Lawler of Harvard Sportsmen Club was contacted. Discussed "potential" possibility of seeking future permission to drill for a potential water source of the Sportmen's club property.

**Additional Items:**

- None

**Upcoming Milestones:**

- May Town Meeting

**Action Items and Status:**

- **ACTION:** Willis – Prepare a summary for the town report. **CLOSED March 15, 2005**
- **ACTION:** Willis – Contact Dave Birt regarding exploration drilling at Harvard Sportsmen Club. **CLOSED March 15, 2005**
- **ACTION:** Willis – Contact Andy Miller to have CDM perform a cost analysis based on the comparisons mentioned in the agenda. **CLOSED March 15, 2005**
- **ACTION:** Savas Danos to further investigate feasibility of developing well sources in Boxborough by researching the CDM information. **CLOSED March 15, 2005 This is overcome by events and will be determined by the warrant article and any information obtained by water exploration if the warrant passes.**
- **ACTION:** Cannon – Schedule Ken from Whitewater to meet with the WRC to discuss a private contractor creating a municipal water supply. **CLOSED March 15, 2005**
- **ACTION:** Willis/Lynch to continue to develop letter to the state to investigate funding for developing a municipal water supply based on the need to create a solution for the high salt levels in the wells adjacent to the MHD Salt Depot.
- **ACTION:** Willis - Prepare a drawing and presentation to present at the Town Meeting to vote for the funding required to begin well exploration.
- **ACTION:** Hilberg – Write draft article for groundwater exploration drilling based on CDM ROM.
- **ACTION:** Whitewater – Provide rough pricing for the installation of a water system from Wolf Swamp to the area west of I-495.
- **ACTION:** Willis – Send Doug Larson and Steve Donovan a copy of the CDM GIS maps.

**Next Meeting:**

**NOTE:** The next meeting is scheduled for Tuesday April 26, 2005 at 7:30 PM.

**Agenda for Next Meeting:**

Ken and Steve from Whitewater to present some rough numbers. Review draft presentation for Town Meeting.

For information on the water resource meetings or to be included in the agenda, please contact Mary Cobleigh at 978-263-1116 x-115.

These are the WRC's meeting minutes as recorded by Michael Willis. Should any questions or comments arise, please contact Mike Willis within 5 days of issue. If no comments are received these meeting minutes will be considered an accurate representation of the meeting.



**Town of Boxborough  
Water Resource Committee  
Meeting Minutes  
April 26, 2005**

**Attendees:**

Name	Representing	Email	Phone
Bryan Lynch	Board of Health	<a href="mailto:blynch@vnb.com">blynch@vnb.com</a>	
Mike Willis	Board of Health	<a href="mailto:odin1mw@aol.com">odin1mw@aol.com</a>	
Kristin Hilberg	Board of Selectmen	<a href="mailto:khilberg@comcast.net">khilberg@comcast.net</a>	
Anne Gardulski	Boxborough Resident	<a href="mailto:Anne.gardulski@tufts.edu">Anne.gardulski@tufts.edu</a>	
Ken Kells	Consulting Engineer	<a href="mailto:kwkells@snet.net">kwkells@snet.net</a>	
Steve Donovan	Whitewater, Inc	<a href="mailto:sdonovan@rhwhite.com">sdonovan@rhwhite.com</a>	

**Distribution:**

Name	Representing	Email	Phone
Mary Cobleigh	Board Of Health	<a href="mailto:mary.cobleigh@town.boxborough.ma.us">mary.cobleigh@town.boxborough.ma.us</a>	
Elizabeth Hughes	Town Planner	<a href="mailto:elizabeth.hughes@town.boxborough.ma.us">elizabeth.hughes@town.boxborough.ma.us</a>	
Marie Cannon	Board of Health	<a href="mailto:Marie.Cannon@earthtech.com">Marie.Cannon@earthtech.com</a>	
Norm Hanover	Conservation Commission	<a href="mailto:hanover@aics.net">hanover@aics.net</a>	
Don Wheeler	Board of Selectmen	<a href="mailto:dwheel3577@comcast.net">dwheel3577@comcast.net</a>	

Michael Willis started the meeting off with roll call and used the supplied agenda to facilitate meeting discussions. The following summarizes the information, comments, and information exchanged during the meeting:

**Agenda Items:**

- Steve Donovan (Whitewater Inc) and Ken Kells (a private consultant to Whitewater) were scheduled to present rough magnitude numbers on the infrastructure and costs to introduce and run a system for the town. After further review of the information they received at the March meeting, they had additional questions which were answered at the meeting. They will present there estimates at an upcoming meeting after Town Meeting.
- Reviewed and proofed Town Meeting Water Presentation.

**Additional Items:**

- None

**Upcoming Milestones:**

- May Town Meeting

**Action Items and Status:**

- **ACTION:** Willis – Prepare a drawing and presentation to present at the Town Meeting to vote for the funding required to begin well exploration. **CLOSED April 26, 2005**
- **ACTION:** Hilberg – Write draft article for groundwater exploration drilling based on CDM ROM. **CLOSED April 26, 2005**
- **ACTION:** Willis – Send Doug Larson and Steve Donovan a copy of the CDM GIS maps. **CLOSED April 26, 2005**
- **ACTION:** Willis/Lynch to continue to develop letter to the state to investigate funding for developing a municipal water supply based on the need to create a solution for the high salt levels in the wells adjacent to the MHD Salt Depot.
- **ACTION:** Whitewater – Provide rough pricing for the installation of a water system from Wolf Swamp to the area west of I-495.

**Next Meeting:**

**NOTE:** The next meeting is scheduled for Tuesday May 24, 2005 at 7:30 PM.

**Agenda for Next Meeting:**

Discuss outcome of Town Meeting. Schedule a meeting with John Cipar and members of the Acton Water District Board. Schedule a meeting with Dufresne-Henry. Schedule meeting with Whitewater. Discuss the development on Hill Road near the Littleton border. Discuss finding other sources for money to develop water resources.

For information on the water resource meetings or to be included in the agenda, please contact Mary Cobleigh at 978-263-1116 x-115.

These are the WRC's meeting minutes as recorded by Michael Willis. Should any questions or comments arise, please contact Mike Willis within 5 days of issue. If no comments are received these meeting minutes will be considered an accurate representation of the meeting.



**Town of Boxborough  
Water Resource Committee  
Meeting Minutes  
June 20, 2005**

**Attendees:**

Name	Representing	Email	Phone
Bryan Lynch	Board of Health	<a href="mailto:blynch@vhb.com">blynch@vhb.com</a>	
Mike Willis	Board of Health	<a href="mailto:odin1mw@aol.com">odin1mw@aol.com</a>	
Kristin Hilberg	Board of Selectmen	<a href="mailto:khilberg@comcast.net">khilberg@comcast.net</a>	
Norm Hanover	Conservation Commission	<a href="mailto:hanover@aics.net">hanover@aics.net</a>	
Marie Cannon	Board of Health	<a href="mailto:Marie.Cannon@earthtech.com">Marie.Cannon@earthtech.com</a>	
Don Wheeler	Board of Selectmen	<a href="mailto:dwheel3577@comcast.net">dwheel3577@comcast.net</a>	
Bryon Clemence	Boxborough Resident	<a href="mailto:clemencebs@cdm.com">clemencebs@cdm.com</a>	

**Distribution:**

Name	Representing	Email	Phone
Mary Cobleigh	Board Of Health	<a href="mailto:mary.cobleigh@town.boxborough.ma.us">mary.cobleigh@town.boxborough.ma.us</a>	
Elizabeth Hughes	Town Planner	<a href="mailto:elizabeth.hughes@town.boxborough.ma.us">elizabeth.hughes@town.boxborough.ma.us</a>	
Anne Gardulski	Boxborough Resident	<a href="mailto:Anne.gardulski@tufts.edu">Anne.gardulski@tufts.edu</a>	

Michael Willis started the meeting off with roll call and used the supplied agenda to facilitate meeting discussions. The following summarizes the information, comments, and information exchanged during the meeting:

**Agenda Items:**

- Discuss outcome of Town Meeting.
  - The outcome was discussed and several action items were created (see below)
- Schedule a meeting with John Cipar and members of the Acton Water District Board.
  - This meeting is to be scheduled this fall.
- Schedule a meeting with Dufresne-Henry.
  - TBD
- Schedule meeting with Whitewater.
  - TBD
- Discuss the development on Hill Road near the Littleton border.
  - Acknowledged
- Discuss finding other sources for money to develop water resources.
  - Discussed, nothing is currently available, due to the high income level of the town. We will continue to search out any potential grant money

**Additional Items:**

- Please welcome Bryon Clemence and Anne Gardulski as our two newest members of the WRC. Bryon and Anne were voted onto the committee at the BOH meeting on June 22, 2005.
- Schedule a meeting with Tighe and Bond.
  - TBD

**Upcoming Milestones:**

- Water Exploration Drilling

**Action Items and Status:**

- **ACTION:** Lynch – Download drilling filing application forms from DEP.
- **ACTION:** Willis – Coordinate with Elizabeth Hughes to utilize GIS to lay a contour map over the trace fractures for Wolf Swamp.
- **ACTION:** Clemence – Check to see if CDM can extend the water study contract without any conflict of interest.
- **ACTION:** Willis – Discuss town contractual obligations regarding the future drilling and setting up a meeting with Harvard Sportsmens Club.
- **ACTION:** Willis – Work with Mary Cobleigh to locate the original statement of work which was generated to have the water study for Boxborough performed, the proposal generated by CDM, and the contract which we entered into with CDM to do the study.
- **ACTION:** Willis – Speak with Savas Danos about drilling in the Harvard Sportsmen's Club Area.
- **ACTION:** Cannon – Research consultant to file revolving fund (SRF).
- **ACTION:** Willis – Develop information for a WRC/Boxborough web page.
- **ACTION:** Willis/Lynch to continue to develop letter to the state to investigate funding for developing a municipal water supply based on the need to create a solution for the high salt levels in the wells adjacent to the MHD Salt Depot.
- **ACTION:** Whitewater – Provide rough pricing for the installation of a water system from Wolf Swamp to the area west of I-495.

**Next Meeting:**

**NOTE:** The next meeting is scheduled for Tuesday July 18, 2005 at 7:30 PM.

**Agenda for Next Meeting:**

**Discuss status of open action items.**

**For information on the water resource meetings or to be included in the agenda, please contact Mary Cobleigh at 978-263-1116 x-115.**

**These are the WRC's meeting minutes as recorded by Michael Willis. Should any questions or comments arise, please contact Mike Willis within 5 days of issue. If no comments are received these meeting minutes will be considered an accurate representation of the meeting.**



**Town of Boxborough  
Water Resource Committee  
Meeting Minutes  
July 18, 2005**

**Attendees:**

Name	Representing	Email	Phone
Bryan Lynch	Board of Health	<a href="mailto:blynch@vnb.com">blynch@vnb.com</a>	
Mike Willis	Board of Health	<a href="mailto:odin1mw@aol.com">odin1mw@aol.com</a>	
Kristin Hilberg	Board of Selectmen	<a href="mailto:khilberg@comcast.net">khilberg@comcast.net</a>	
Norm Hanover	Conservation Commission	<a href="mailto:hanover@aics.net">hanover@aics.net</a>	
Marie Cannon	Board of Health	<a href="mailto:Marie.Cannon@earthtech.com">Marie.Cannon@earthtech.com</a>	
Don Wheeler	Board of Selectmen	<a href="mailto:dwheel3577@comcast.net">dwheel3577@comcast.net</a>	
Bryon Clemence	Boxborough Resident	<a href="mailto:clemencebs@cdm.com">clemencebs@cdm.com</a>	

**Distribution:**

Name	Representing	Email	Phone
Mary Cobleigh	Board Of Health	<a href="mailto:mary.cobleigh@town.boxborough.ma.us">mary.cobleigh@town.boxborough.ma.us</a>	
Elizabeth Hughes	Town Planner	<a href="mailto:elizabeth.hughes@town.boxborough.ma.us">elizabeth.hughes@town.boxborough.ma.us</a>	
Anne Gardulski	Boxborough Resident	<a href="mailto:Anne.gardulski@tufts.edu">Anne.gardulski@tufts.edu</a>	
Natalie Lashmit	Town Administrator	<a href="mailto:natalie.lashmit@town.boxborough.ma.us">natalie.lashmit@town.boxborough.ma.us</a>	
Selina Shaw	Assistant Town Administrator	<a href="mailto:selina.shaw@town.boxborough.ma.us">selina.shaw@town.boxborough.ma.us</a>	

Michael Willis started the meeting off with roll call and used the supplied agenda to facilitate meeting discussions. The following summarizes the information, comments, and information exchanged during the meeting:

**Agenda Items:**

- Reviewed Action Items

**Additional Items:**

- Discussed old car law and the impact these unused vehicles have on the communities groundwater. Further discussion is to continue at a future Board of Health meeting.

**Upcoming Milestones:**

- Water Exploration Drilling

**Action Items and Status:**

- **ACTION:** Lynch, Complete filling out application forms from DEP

- **ACTION:** Lynch – Download drilling filing application forms from DEP. **CLOSED July 20, 2005**
- **ACTION:** Willis – Coordinate with Elizabeth Hughes to utilize GIS to lay a contour map over the trace fractures for Wolf Swamp. **CLOSED July 13, 2005**
- **ACTION:** Clemence – Check to see if CDM can extend the water study contract without any conflict of interest. **CLOSED July 20, 2005**
- **ACTION:** Willis/Lashmit – Discuss town contractual obligations regarding the future drilling and setting up a meeting with Harvard Sportsmens Club.
- **ACTION:** Willis – Work with Mary Cobleigh to locate the original statement of work which was generated to have the water study for Boxborough performed, the proposal generated by CDM, and the contract which we entered into with CDM to do the study. **CLOSED July 18, 2005**
- **ACTION:** Willis – Speak with Savas Danos about drilling in the Harvard Sportsmen's Club Area.
- **ACTION:** Cannon – Research consultant to file revolving fund (SRF).
- **ACTION:** Willis – Develop information for a WRC/Boxborough web page.
- **ACTION:** Willis/Lynch to continue to develop letter to the state to investigate funding for developing a municipal water supply based on the need to create a solution for the high salt levels in the wells adjacent to the MHD Salt Depot.
- **ACTION:** Whitewater – Provide rough pricing for the installation of a water system from Wolf Swamp to the area west of I-495.
- **ACTION:** Cannon/Shaw – Speak with Selina regarding procurement of Engineer and driller for well work.
- **ACTION:** Cannon/Clemence – Research grants.
- **ACTION:** Hilberg – Research community development opportunities.

**Next Meeting:**

**NOTE:** The next meeting is scheduled for Tuesday August 15, 2005 at 7:30 PM.

**Agenda for Next Meeting:**

Discuss status of open action items.

For information on the water resource meetings or to be included in the agenda, please contact Mary Cobleigh at 978-263-1116 x-115.

These are the WRC's meeting minutes as recorded by Michael Willis. Should any questions or comments arise, please contact Mike Willis within 5 days of issue. If no comments are received these meeting minutes will be considered an accurate representation of the meeting.





**Town of Boxborough  
Water Resource Committee  
Meeting Minutes  
August 15, 2005**

**Attendees:**

Name	Representing	Email
Mike Willis	Board of Health	<a href="mailto:odin1mw@aol.com">odin1mw@aol.com</a>
Don Wheeler	Board of Selectmen	<a href="mailto:dwheel3577@comcast.net">dwheel3577@comcast.net</a>
Anne Gardulski	Boxborough Resident	<a href="mailto:Anne.gardulski@tufts.edu">Anne.gardulski@tufts.edu</a>

**Distribution:**

Name	Representing	Email
Mary Cobleigh	Board Of Health	<a href="mailto:mary.cobleigh@town.boxborough.ma.us">mary.cobleigh@town.boxborough.ma.us</a>
Elizabeth Hughes	Town Planner	<a href="mailto:elizabeth.hughes@town.boxborough.ma.us">elizabeth.hughes@town.boxborough.ma.us</a>
Natalie Lashmit	Town Administrator	<a href="mailto:natalie.lashmit@town.boxborough.ma.us">natalie.lashmit@town.boxborough.ma.us</a>
Selina Shaw	Assistant Town Administrator	<a href="mailto:selina.shaw@town.boxborough.ma.us">selina.shaw@town.boxborough.ma.us</a>
Bryan Lynch	Board of Health	<a href="mailto:blynch@vhb.com">blynch@vhb.com</a>
Kristin Hilberg	Board of Selectmen	<a href="mailto:khilberg@comcast.net">khilberg@comcast.net</a>
Norm Hanover	Conservation Commission	<a href="mailto:hanover@aics.net">hanover@aics.net</a>
Marie Cannon	Board of Health	<a href="mailto:Marie.Cannon@earthtech.com">Marie.Cannon@earthtech.com</a>
Bryon Clemence	Boxborough Resident	<a href="mailto:clemencebs@cdm.com">clemencebs@cdm.com</a>
Ken March	Public Works Director	<a href="mailto:ken.march@town.boxborough.ma.us">ken.march@town.boxborough.ma.us</a>

Michael Willis started the meeting off with roll call and used the supplied agenda to facilitate meeting discussions. The following summarizes the information, comments, and information exchanged during the meeting:

**Agenda Items:**

- Reviewed and updated Action Items.

**Additional Items:**

- Update on the status of a Littleton water extension on Hill Road.
- Reviewed walk-down at Wolf Swamp with Norm Hanover and Ken March.

**Upcoming Milestones:**

- Water Exploration Drilling

**Action Items and Status:**

- **ACTION:** Lynch – Complete filling out application forms from DEP. **CLOSED August 15, 2005 (To be completed by consultant)**
- **ACTION:** Willis/Lashmit – Discuss town contractual obligations regarding the future drilling and setting up a meeting with Harvard Sportsmens Club.
- **ACTION:** Willis – Speak with Savas Danos about drilling in the Harvard Sportsmen's Club Area.
- **ACTION:** Cannon – Research consultant to file revolving fund (SRF).
- **ACTION:** Willis – Develop information for a WRC/Boxborough web page. **CLOSED August 15, 2005**
- **ACTION:** Willis/Lynch - Continue to develop letter to the state to investigate funding for developing a municipal water supply based on the need to create a solution for the high salt levels in the wells adjacent to the MHD Salt Depot.
- **ACTION:** Whitewater – Provide rough pricing for the installation of a water system from Wolf Swamp to the area west of I-495.
- **ACTION:** Cannon/Shaw – Speak with Selina regarding procurement of Engineer and driller for well work.
- **ACTION:** Cannon/Clemence – Research grants.
- **ACTION:** Hilberg – Research community development opportunities.

**Next Meeting:**

**NOTE:** The next meeting is scheduled for Monday September 26, 2005 at 7:30 PM.

**Agenda for Next Meeting:**

**Discuss status of open action items.**

**For information on the water resource meetings or to be included in the agenda, please contact Mary Cobleigh at 978-263-1116 x-115.**

**These are the WRC's meeting minutes as recorded by Michael Willis. Should any questions or comments arise, please contact Mike Willis within 5 days of issue. If no comments are received these meeting minutes will be considered an accurate representation of the meeting.**



**Town of Boxborough  
Water Resource Committee  
Meeting Minutes  
August 15, 2005**

**Attendees:**

Name	Representing	Email
Mike Willis	Board of Health	<a href="mailto:odin1mw@aol.com">odin1mw@aol.com</a>
Don Wheeler	Board of Selectmen	<a href="mailto:dwheel3577@comcast.net">dwheel3577@comcast.net</a>
Anne Gardulski	Boxborough Resident	<a href="mailto:Anne.gardulski@tufts.edu">Anne.gardulski@tufts.edu</a>

**Distribution:**

Name	Representing	Email
Mary Cobleigh	Board Of Health	<a href="mailto:mary.cobleigh@town.boxborough.ma.us">mary.cobleigh@town.boxborough.ma.us</a>
Elizabeth Hughes	Town Planner	<a href="mailto:elizabeth.hughes@town.boxborough.ma.us">elizabeth.hughes@town.boxborough.ma.us</a>
Natalie Lashmit	Town Administrator	<a href="mailto:natalie.lashmit@town.boxborough.ma.us">natalie.lashmit@town.boxborough.ma.us</a>
Selina Shaw	Assistant Town Administrator	<a href="mailto:selina.shaw@town.boxborough.ma.us">selina.shaw@town.boxborough.ma.us</a>
Bryan Lynch	Board of Health	<a href="mailto:blynch@vhb.com">blynch@vhb.com</a>
Kristin Hilberg	Board of Selectmen	<a href="mailto:khilberg@comcast.net">khilberg@comcast.net</a>
Norm Hanover	Conservation Commission	<a href="mailto:hanover@aics.net">hanover@aics.net</a>
Marie Cannon	Board of Health	<a href="mailto:Marie.Cannon@earthtech.com">Marie.Cannon@earthtech.com</a>
Bryon Clemence	Boxborough Resident	<a href="mailto:clemencebs@cdm.com">clemencebs@cdm.com</a>
Ken March	Public Works Director	<a href="mailto:ken.march@town.boxborough.ma.us">ken.march@town.boxborough.ma.us</a>

Michael Willis started the meeting off with roll call and used the supplied agenda to facilitate meeting discussions. The following summarizes the information, comments, and information exchanged during the meeting:

**Agenda Items:**

- Reviewed and updated Action Items.

**Additional Items:**

- Update on the status of a Littleton water extension on Hill Road.
- Reviewed walk-down at Wolf Swamp with Norm Hanover and Ken March.

**Upcoming Milestones:**

- Water Exploration Drilling

- **ACTION:** Lynch – Complete filling out application forms from DEP. **CLOSED August 15, 2005 (To be completed by consultant)**
- **ACTION:** Willis/Lashmit – Discuss town contractual obligations regarding the future drilling and setting up a meeting with Harvard Sportsmens Club.
- **ACTION:** Willis – Speak with Savas Danos about drilling in the Harvard Sportsmen's Club Area.
- **ACTION:** Cannon – Research consultant to file revolving fund (SRF).
- **ACTION:** Willis – Develop information for a WRC/Boxborough web page. **CLOSED August 15, 2005**
- **ACTION:** Willis/Lynch - Continue to develop letter to the state to investigate funding for developing a municipal water supply based on the need to create a solution for the high salt levels in the wells adjacent to the MHD Salt Depot.
- **ACTION:** Whitewater – Provide rough pricing for the installation of a water system from Wolf Swamp to the area west of I-495.
- **ACTION:** Cannon/Shaw – Speak with Selina regarding procurement of Engineer and driller for well work.
- **ACTION:** Cannon/Clemence – Research grants.
- **ACTION:** Hilberg – Research community development opportunities.

**Next Meeting:**

**NOTE:** The next meeting is scheduled for Monday September 26, 2005 at 7:30 PM.

**Agenda for Next Meeting:**

**Discuss status of open action items.**

**For information on the water resource meetings or to be included in the agenda, please contact Mary Cobleigh at 978-263-1116 x-115.**

**These are the WRC's meeting minutes as recorded by Michael Willis. Should any questions or comments arise, please contact Mike Willis within 5 days of issue. If no comments are received these meeting minutes will be considered an accurate representation of the meeting.**



**Town of Boxborough  
Water Resource Committee  
Meeting Minutes  
September 28, 2005**

**Attendees:**

Name	Representing	Email
Mike Willis	Board of Health	<a href="mailto:odin1mw@aol.com">odin1mw@aol.com</a>
Don Wheeler	Board of Selectmen	<a href="mailto:dwheel3577@comcast.net">dwheel3577@comcast.net</a>
Anne Gardulski	Boxborough Resident	<a href="mailto:Anne.gardulski@tufts.edu">Anne.gardulski@tufts.edu</a>
Bryan Lynch	Board of Health	<a href="mailto:blynch@vhb.com">blynch@vhb.com</a>
Kristin Hilberg	Board of Selectmen	<a href="mailto:khilberg@comcast.net">khilberg@comcast.net</a>
Norm Hanover	Conservation Commission	<a href="mailto:hanover@aics.net">hanover@aics.net</a>
Marie Cannon	Board of Health	<a href="mailto:Marie.Cannon@earthtech.com">Marie.Cannon@earthtech.com</a>
Bryon Clemence	Boxborough Resident	<a href="mailto:clemencebs@cdm.com">clemencebs@cdm.com</a>

**Distribution:**

Name	Representing	Email
Mary Cobleigh	Board Of Health	<a href="mailto:mary.cobleigh@town.boxborough.ma.us">mary.cobleigh@town.boxborough.ma.us</a>
Elizabeth Hughes	Town Planner	<a href="mailto:elizabeth.hughes@town.boxborough.ma.us">elizabeth.hughes@town.boxborough.ma.us</a>
Natalie Lashmit	Town Administrator	<a href="mailto:natalie.lashmit@town.boxborough.ma.us">natalie.lashmit@town.boxborough.ma.us</a>
Selina Shaw	Assistant Town Administrator	<a href="mailto:selina.shaw@town.boxborough.ma.us">selina.shaw@town.boxborough.ma.us</a>
Ken March	Public Works Director	<a href="mailto:ken.march@town.boxborough.ma.us">ken.march@town.boxborough.ma.us</a>

Michael Willis started the meeting off with roll call and used the supplied agenda to facilitate meeting discussions. The following summarizes the information, comments, and information exchanged during the meeting:

**Agenda Items:**

- The WRC voted and accepted the meeting minutes of August 15, 2005.
- Review and update Action Items.

**Additional Items:**

- Reviewed drilling evaluation sheet, made changes and refined details. Evaluation copies will be made available to all members upon updating the information obtained from the meeting.
- Reviewed upcoming presentation for the ConsCom. This presentation will be presented on October 11 and a summary of the responses will be posted on the WRC website.
- Reviewed aquifer map and briefly discussed aquifer protection areas. A more thorough discussion will occur at a future WRC meeting with Elizabeth Hughes.

- Bryon Clemence noted that he is an employee of CDM and may have conflicts with any discussions regarding future work/contracts between the town and CDM. Bryon has notified this board that he will recuse himself when necessary and appropriate to avoid any conflicts of interest.

**Upcoming Milestones:**

- Water Exploration Drilling at Wolf Swamp, the Elizabeth Aquifer, and Harvard Sportsmen Club.

**Action Items and Status:**

- **ACTION:** Willis/Lashmit – Discuss town contractual obligations regarding the future drilling and setting up a meeting with Harvard Sportsmens Club. An agreement has been drafted and is currently being reviewed. Upon completion of the review a meeting with the Harvard Sportsmen Club will be scheduled. **CLOSED September 28, 2005**
- **ACTION:** Willis – Speak with Savas Danos about drilling in the Harvard Sportsmen's Club Area.
- **ACTION:** Cannon – Research consultant to file revolving fund (SRF). SRF funding is not available for exploratory work, the SRF funding will be pursued for future phases. **CLOSED September 28, 2005**
- **ACTION:** Willis/Lynch - Continue to develop letter to the state to investigate funding for developing a municipal water supply based on the need to create a solution for the high salt levels in the wells adjacent to the MHD Salt Depot. **On hold pending the exploration results.**
- **ACTION:** Whitewater – Provide rough pricing for the installation of a water system from Wolf Swamp to the area west of I-495. Due to the non-responsiveness of Whitewater and the need for additional details this action will be closed. **CLOSED September 28, 2005**
- **ACTION:** Cannon/Shaw – Speak with Selina regarding procurement of Engineer and driller for well work. Complete. **CLOSED September 28, 2005**
- **ACTION:** Cannon/Clemence – Research grants. Boxborough is not eligible at this time. The WRC is committed to finding grant money where available and will continue to research and pursue available funds. **CLOSED September 28, 2005**
- **ACTION:** Hilberg – Research community development opportunities. See action below. **CLOSED September 28, 2005**
- **ACTION:** All – Develop ideas for potential 40B "give back to the community" improvements as related to the WRC.

**Next Meeting:**

**NOTE:** The next meeting is scheduled for Thursday October 20, 2005 at 7:30 PM.

Also there is a joint meeting of the WRC and ConsCom on October 11, 2005 to discuss water exploration in Wolf Swamp.

**Agenda for Next Meeting:**

Discuss status of open action items.  
Review Drilling Evaluation sheet.  
Discuss Boxborough Aquifers (Elizabeth Hughes)  
Review status of perspective driller.  
Review comments and outcome of the ConsCom meeting.  
Discuss "give back to the community" improvements.

For information on the Water Resource Committee meetings or to be included in the agenda, please contact Mary Cobleigh at 978-263-1116 x-115.

These are the WRC's meeting minutes as recorded by Michael Willis. Should any questions or comments arise, please contact Michael Willis within 5 days of issue. If no comments are received and the minutes are voted for in the subsequent meeting, these meeting minutes will be considered an accurate representation of the meeting.



**Town of Boxborough  
Water Resource Committee  
Meeting Minutes  
October 20, 2005**

**Attendees:**

Name	Representing	Email
Mike Willis	Board of Health	<a href="mailto:odin1mw@aol.com">odin1mw@aol.com</a>
Don Wheeler	Board of Selectmen	<a href="mailto:dwheel3577@comcast.net">dwheel3577@comcast.net</a>
Bryon Clemence	Boxborough Committee Member	<a href="mailto:clemencebs@cdm.com">clemencebs@cdm.com</a>
Bryan Lynch	Board of Health	<a href="mailto:blynch@vhb.com">blynch@vhb.com</a>
Kristin Hilberg	Board of Selectmen	<a href="mailto:khilberg@comcast.net">khilberg@comcast.net</a>
Norm Hanover	Conservation Commission	<a href="mailto:hanover@aics.net">hanover@aics.net</a>
Marie Cannon	Board of Health	<a href="mailto:Marie.Cannon@earthtech.com">Marie.Cannon@earthtech.com</a>
Elizabeth Hughes	Town Planner	<a href="mailto:elizabeth.hughes@town.boxborough.ma.us">elizabeth.hughes@town.boxborough.ma.us</a>
Tim Foster	Boxborough Resident	

**Distribution:**

Name	Representing	Email
Mary Cobleigh	Board Of Health	<a href="mailto:mary.cobleigh@town.boxborough.ma.us">mary.cobleigh@town.boxborough.ma.us</a>
Natalie Lashmit	Town Administrator	<a href="mailto:natalie.lashmit@town.boxborough.ma.us">natalie.lashmit@town.boxborough.ma.us</a>
Selina Shaw	Assistant Town Administrator	<a href="mailto:selina.shaw@town.boxborough.ma.us">selina.shaw@town.boxborough.ma.us</a>
Ken March	Public Works Director	<a href="mailto:ken.march@town.boxborough.ma.us">ken.march@town.boxborough.ma.us</a>
Anne Gardulski	Boxborough Committee Member	<a href="mailto:Anne.gardulski@tufts.edu">Anne.gardulski@tufts.edu</a>

Michael Willis started the meeting off with roll call and used the supplied agenda to facilitate meeting discussions. The following summarizes the information, comments, and information exchanged during the meeting:

**Agenda Items:**

- The WRC voted and accepted the meeting minutes of September 15, 2005.
- Review and update Action Items.

**Additional Items:**

- Reviewed drilling evaluation sheet. Elizabeth Hughes provided input regarding ownership of potential bedrock sites. Evaluation copies will be made available electronically to all members upon updating the information obtained from the meeting.
- Discussed the presentation to the ConsCom. This presentation was presented on October 11 and a summary of the responses was posted to the WRC website.
- Discussed aquifer map and briefly discussed aquifer protection areas. The WRC agreed to moving forward in

**Upcoming Milestones:**

- Water Exploration Drilling at Wolf Swamp, the Elizabeth Aquifer, and Harvard Sportsmen Club.

**Action Items and Status:**

- **ACTION:** Willis – Speak with Savas Danos about drilling in the Harvard Sportsmen's Club Area.
- **ACTION:** Willis/Lynch - Continue to develop letter to the state to investigate funding for developing a municipal water supply based on the need to create a solution for the high salt levels in the wells adjacent to the MHD Salt Depot. **On hold pending the exploration results.**
- **ACTION:** All – Develop ideas for potential 40B "give back to the community" improvements as related to the WRC.
- **ACTION:** Hughes – Speak with Ken March on cutting trees in December and through the winter. Ken indicated that right now was a more ideal time to do tree work, he did not think that having to wait 6-8 weeks would preclude Public Works from doing the work. Scheduling the work might have to be week to week depending on the weather, but he did not think cold weather or having snow on the ground would be an issue. **CLOSED November 2, 2005.**
- **ACTION:** Wheeler – Speak with Cisco to get permission to flag property. Don spoke with Don King from Cisco who gave permission to flag the Cisco property. **CLOSED November 2, 2005**
- **ACTION:** Willis – Speak with Andy Miller and Ted Morine regarding choice of well location. Update – Ted is on vacation until the third week of November. A meeting will be set up at that time to discuss relocating the well site and determine why his choice of sites don't seem align with the trace fractures on the CDM drawings.
- **ACTION:** Willis – Coordinate wetland flagging. Update – Pending outcome of CDM DL Maher meeting.

**Next Meeting:**

**NOTE:** The next meeting is not currently scheduled and will take place at the end of November or the beginning of December.

It was moved and seconded to adjourn to executive session for the purpose of considering the purchase of real estate (# 6) and not to reconvene in open session. Approved 7 - 0, by roll call vote:

Bryan Lynch - "Aye"  
Mike Willis - "Aye"  
Marie Cannon - "Aye"  
Norm Hanover - "Aye"  
Kristin Hilberg - "Aye"  
Don Wheeler - "Aye"  
Bryon Clemence - "Aye"  
Anne Gardulski - Not Present

Meeting went into Executive Session at 8:35 PM and the Executive Session adjourned at 8:50 PM.

Meeting Adjourned at 8:50 PM.

**Agenda for Next Meeting:**

Review Drill Site at Wolf Swamp.  
Review other unconsolidated fill drill sites.  
Discuss status of open action items.  
Review Drilling Evaluation sheet.  
Discuss "give back to the community" improvements.



**For information on the Water Resource Committee meetings or to be included in the agenda, please contact Mary Cobleigh at 978-263-1116 x-115.**

**These are the WRC's meeting minutes as recorded by Michael Willis. Should any questions or comments arise, please contact Michael Willis within 5 days of issue. If no comments are received and the minutes are voted for in the subsequent meeting, these meeting minutes will be considered an accurate representation of the meeting.**



**Town of Boxborough  
Water Resource Committee  
Meeting Minutes  
December 5, 2005**

**Attendees:**

Name	Representing	Email
Mike Willis	Board of Health	<a href="mailto:odin1mw@aol.com">odin1mw@aol.com</a>
Anne Gardulski	Boxborough Committee Member	<a href="mailto:Anne.gardulski@tufts.edu">Anne.gardulski@tufts.edu</a>
Bryon Clemence	Boxborough Committee Member	<a href="mailto:clemencebs@cdm.com">clemencebs@cdm.com</a>
Bryan Lynch	Board of Health	<a href="mailto:blynch@vhb.com">blynch@vhb.com</a>
Kristin Hilberg	Board of Selectmen	<a href="mailto:khilberg@comcast.net">khilberg@comcast.net</a>
Norm Hanover	Conservation Commission	<a href="mailto:hanover@aics.net">hanover@aics.net</a>
Marie Cannon	Board of Health	<a href="mailto:Marie.Cannon@earthtech.com">Marie.Cannon@earthtech.com</a>

**Distribution:**

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Mary Cobleigh	Board Of Health	<a href="mailto:mary.cobleigh@town.boxborough.ma.us">mary.cobleigh@town.boxborough.ma.us</a>
Natalie Lashmit	Town Administrator	<a href="mailto:natalie.lashmit@town.boxborough.ma.us">natalie.lashmit@town.boxborough.ma.us</a>
Selina Shaw	Assistant Town Administrator	<a href="mailto:selina.shaw@town.boxborough.ma.us">selina.shaw@town.boxborough.ma.us</a>
Ken March	Public Works Director	<a href="mailto:ken.march@town.boxborough.ma.us">ken.march@town.boxborough.ma.us</a>
Elizabeth Hughes	Town Planner	<a href="mailto:elizabeth.hughes@town.boxborough.ma.us">elizabeth.hughes@town.boxborough.ma.us</a>
Don Wheeler	Board of Selectmen	<a href="mailto:dwheel3577@comcast.net">dwheel3577@comcast.net</a>

Michael Willis started the meeting off with roll call and used the supplied agenda to facilitate meeting discussions. The following summarizes the information, comments, and information exchanged during the meeting:

**Agenda Items:**

- The WRC voted and accepted the meeting minutes of October 20, 2005.
- Determine the best drilling location from the five staked locations provided by DL Maher.
  - The WRC discussed the five locations staked out by Ted Morine of DL Maher. The focus of the discussion was to choose one point to drill. After deliberations a motion was made and seconded to choose stake location number 5 which is approximately identified on the map at the end of this document. The location was chosen for the following reasons
    - The location 5, 400 foot protection zone is not affected by Burroughs Road or the Cisco Parking Lot. (The DEP may disqualify any well in which the 400 protection zone infringes upon public parking lots or roadways).
    - The Location 5, 400 foot protection zone falls almost entirely within Town owned conservation land. There will only be a small portion of property to negotiate included in the protection zone.
    - It would be the most likely location that the DEP would approve.

- It does not fall in a wetlands or a wetland buffer zone.
- Provide any completed Evaluation Spreadsheets to Mike Willis.
- Review and update Action Items.

**Additional Items:**

- Marie Cannon noted that the BOH is pursuing a CHNA grant which will help provide money to locate all the existing wells in town with GPS for GIS.
- Bryon Clemence noted that Alan Cathcarte from the Concord Water District would be available to discuss public water supply endeavors with the Town of Boxborough.

**Upcoming Milestones:**

- Water Exploration Drilling at Wolf Swamp, the Elizabeth Aquifer, and Harvard Sportsmen Club.

**Action Items and Status:**

- **ACTION:** Willis – Speak with Savas Danos about drilling in the Harvard Sportsmen's Club Area.
- **ACTION:** Willis/Lynch - Continue to develop letter to the state to investigate funding for developing a municipal water supply based on the need to create a solution for the high salt levels in the wells adjacent to the MHD Salt Depot. **On hold pending the exploration results.**
- **ACTION:** All – Develop ideas for potential 40B "give back to the community" improvements as related to the WRC.
- **ACTION:** All – Please finish your evaluation spreadsheets.
- **ACTION:** Willis – Schedule a meeting with the Acton Water District Board - Chuck Olmstead.
- **ACTION:** Willis/Hughes – Isolate and enlarge the Hazard Lane drill site area. Determine adjacent property owners potentially affected in the 400 foot buffer zone. Provide map to CDM/DL Maher for stake out.
- **ACTION:** Willis – Speak with Andy Miller and Ted Morine regarding choice of well location. Update – A meeting was held and it was determined that the CDM provided drawing layout was more generalized than the satellite photography with the trace fracture layout. CLOSED November 17, 2005
- **ACTION:** Willis – Coordinate wetland flagging. Update – Well location chosen by the WRC does not impact the wetlands or buffer zone. CLOSED December 5, 2005

**Next Meeting and Adjournment:**

January 17, 2005 at 7:30 PM.

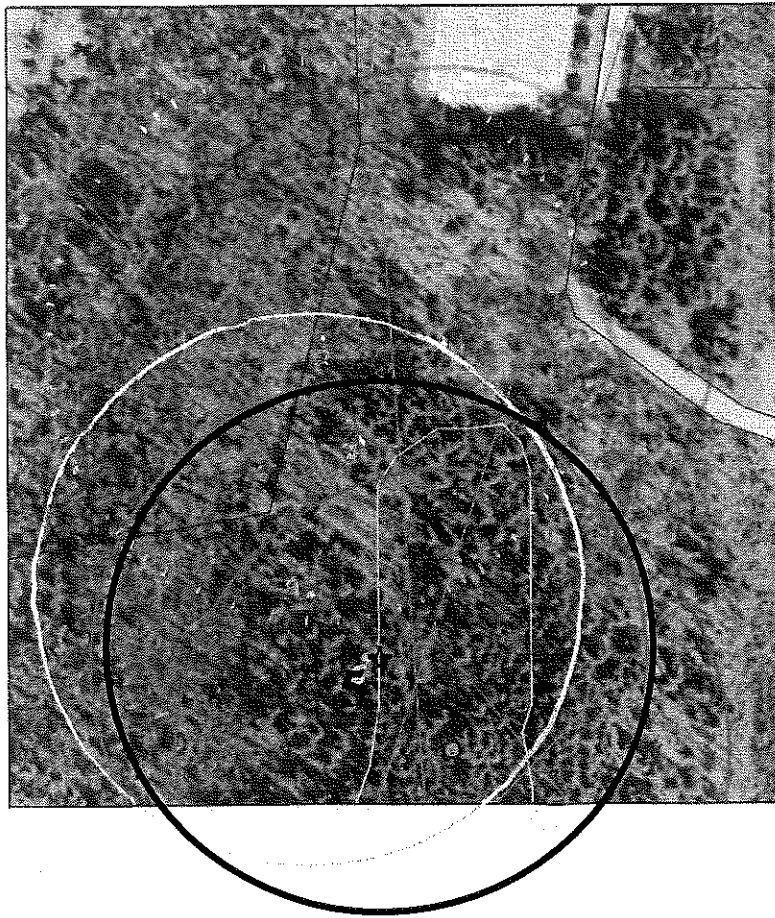
Meeting Adjourned at 8:30 PM.

**Agenda for Next Meeting:**

Status of the Elizabeth Aquifer drill site.  
Review Drill Site at Wolf Swamp.  
Status of Harvard Sportsmen Club property access agreement.  
Discuss status of open action items.  
Review Drilling Evaluation sheet.  
Discuss "give back to the community" improvements.

For information on the Water Resource Committee meetings or to be included in the agenda, please contact Mary Cobleigh at 978-263-1116 x-115.

These are the WRC's meeting minutes as recorded by Michael Willis. Should any questions or comments arise, please contact Michael Willis within 5 days of issue. If no comments are received and the minutes are voted for in the subsequent meeting, these meeting minutes will be considered an accurate representation of the meeting.



Town of Boxborough, MA  
Potential Well Sites

Legend

- Alternative Well Sites
- CDM Potential Well Sites
- 400-foot Well Buffer
- Fracture Areas
- Fractures





**Town of Boxborough  
Water Resource Committee  
Meeting Minutes  
January 17, 2006**

**Attendees:**

Name	Representing	Email
Mike Willis	Board of Health	<a href="mailto:odin1mw@aol.com">odin1mw@aol.com</a>
Anne Gardulski	Boxborough Committee Member	<a href="mailto:Anne.gardulski@tufts.edu">Anne.gardulski@tufts.edu</a>
Don Wheeler	Board of Selectmen	<a href="mailto:dwheel3577@comcast.net">dwheel3577@comcast.net</a>
Bryan Lynch	Board of Health	<a href="mailto:blynch@vhb.com">blynch@vhb.com</a>

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Selina Shaw	Assistant Town Administrator	<a href="mailto:selina.shaw@town.boxborough.ma.us">selina.shaw@town.boxborough.ma.us</a>
Ken March	Public Works Director	<a href="mailto:ken.march@town.boxborough.ma.us">ken.march@town.boxborough.ma.us</a>
Elizabeth Hughes	Town Planner	<a href="mailto:elizabeth.hughes@town.boxborough.ma.us">elizabeth.hughes@town.boxborough.ma.us</a>
Marie Cannon	Board of Health	<a href="mailto:Marie.Cannon@earthtech.com">Marie.Cannon@earthtech.com</a>
Bryon Clemence	Boxborough Committee Member	<a href="mailto:clemencebs@cdm.com">clemencebs@cdm.com</a>
Kristin Hilberg	Board of Selectmen	<a href="mailto:khilberg@comcast.net">khilberg@comcast.net</a>
Norm Hanover	Conservation Commission	<a href="mailto:hanover@aics.net">hanover@aics.net</a>

Michael Willis started the meeting off with roll call and used the supplied agenda to facilitate meeting discussions. The following summarizes the information, comments, and information exchanged during the meeting:

**Agenda Items:**

- The WRC will vote for the meeting minutes of December 5, 2005 at the next meeting.
- Provide any completed Evaluation Spreadsheets to Mike Willis.
- Review and update Action Items.

**Additional Items:**

- None

**Upcoming Milestones:**

- Water Exploration Drilling at Wolf Swamp, the Elizabeth Aquifer, and Harvard Sportsmen Club.

**Action Items and Status:**

- **ACTION:** Willis – Speak with Savas Danos about drilling in the Harvard Sportsmen's Club Area.
- **ACTION:** Willis/Lynch - Continue to develop letter to the state to investigate funding for developing a municipal water supply based on the need to create a solution for the high salt levels in the wells adjacent to the MHD Salt Depot. **On hold pending the exploration results.**
- **ACTION:** All – Develop ideas for potential 40B "give back to the community" improvements as related to the WRC.
- **ACTION:** All – Please finish your evaluation spreadsheets.
- **ACTION:** Willis – Schedule a meeting with the Acton Water District Board - Chuck Olmstead.
- **ACTION:** Willis/Hughes – Isolate and enlarge the Hazard Lane drill site area. Determine adjacent property owners potentially affected in the 400 foot buffer zone. Provide map to CDM/DL Maher for stake out. **CLOSED December, 2005**
- **ACTION:** Wheeler – Speak with Selina Shaw about the required steps to set-up a water district.
- **ACTION:** Willis – Simplify the spreadsheets to allow evaluation to proceed easier.
- **ACTION:** Willis – E-mail CDM Statement of Work and contract to the committee. **CLOSED January 19, 2006.**
- **ACTION:** Willis – Notify Natalie Lashmit and Selina Shaw to put a place holder in for a warrant article for Town Meeting 2006. **CLOSED January 23, 2006**
- **ACTION:** Willis/Hughes/Shaw – Place GIS map with satellite photos and Drill site overlays on the WRC website.

**Next Meeting and Adjournment:**

Next meeting to be determined based on drilling schedule.

Meeting Adjourned at 8:30 PM.

**Agenda for Next Meeting:**

Status of the Elizabeth Aquifer drill site.  
Status of Wolf Swamp drill site.  
Status of Harvard Sportsmen Club drill site.  
Discuss status of open action items.  
Review Drilling Evaluation sheet.  
Discuss "give back to the community" improvements.

For information on the Water Resource Committee meetings or to be included in the agenda, please contact Mary Cobleigh at 978-263-1116 x-115.

These are the WRC's meeting minutes as recorded by Michael Willis. Should any questions or comments arise, please contact Michael Willis within 5 days of issue. If no comments are received and the minutes are voted for in the subsequent meeting, these meeting minutes will be considered an accurate representation of the meeting.



**Town of Boxborough  
Water Resource Committee  
Meeting Minutes  
October 17, 2006**

**Attendees:**

Name	Representing	Email
Mike Willis	Board of Health	<a href="mailto:odin1mw@aol.com">odin1mw@aol.com</a>
Bryon Clemence	Boxborough Committee Member	<a href="mailto:clemencebs@cdm.com">clemencebs@cdm.com</a>
Marie Cannon	Board of Health	<a href="mailto:Marie.Cannon@earthtech.com">Marie.Cannon@earthtech.com</a>
Bryan Lynch	Board of Health	<a href="mailto:blynch@vhb.com">blynch@vhb.com</a>
Norm Hanover	Conservation Commission	<a href="mailto:hanover@aics.net">hanover@aics.net</a>
Kristin Hilberg	Board of Selectmen	<a href="mailto:khilberg@comcast.net">khilberg@comcast.net</a>
Anne Gardulski	Boxborough Committee Member	<a href="mailto:Anne.gardulski@tufts.edu">Anne.gardulski@tufts.edu</a>
Andy Miller	CDM	<a href="mailto:millera@cdm.com">millera@cdm.com</a>
Bill Pauk	CDM	<a href="mailto:paukwj@cdm.com">paukwj@cdm.com</a>
Ted Morine	DL Maher	<a href="mailto:tmorine@dlmaher.com">tmorine@dlmaher.com</a>

**Distribution:**

Name	Representing	Email
Mary Cobleigh	Board Of Health	<a href="mailto:mary.cobleigh@town.boxborough.ma.us">mary.cobleigh@town.boxborough.ma.us</a>
Selina Shaw	Assistant Town Administrator	<a href="mailto:selina.shaw@town.boxborough.ma.us">selina.shaw@town.boxborough.ma.us</a>
Ken March	Public Works Director	<a href="mailto:ken.march@town.boxborough.ma.us">ken.march@town.boxborough.ma.us</a>
Elizabeth Hughes	Town Planner	<a href="mailto:elizabeth.hughes@town.boxborough.ma.us">elizabeth.hughes@town.boxborough.ma.us</a>

Michael Willis started the meeting off with roll call and used the supplied agenda to facilitate meeting discussions. The following summarizes the information, comments, and information exchanged during the meeting:

**Agenda Items:**

- The WRC unanimously voted the meeting minutes of April 18, 2006 into record.
- Andy Miller, Ted Morine, and Bill Pauk were present to discuss the Wolf Swamp bedrock well and the status of the four unconsolidated wells.
  - Andy Miller reviewed handout (see attached) outlining drilling results at Wolf Swamp and Harvard Sportsmen's Club (HSC) and recommendations moving forward.
  - Wolf Swamp – Ted Morine from DL Maher recommended no further drilling at Wolf Swamp after disappointing results on well #2.
  - Unconsolidated Wells – Ted informed the committee that the Hazard Lane site provided poor results, however, the HSC sites provided excellent yields and should be considered a potential future source.
- Review and update Action Items.

**Additional Items:**

- Discussed Action Items.

**Upcoming Milestones:**

- To be determined.

**Action Items and Status:**

- **ACTION:** Willis – Schedule meeting with Savas Danos to discuss HSC well results and options moving forward. **CLOSED November 3, 2006.**
- **ACTION:** Willis/Lynch - Continue to develop letter to the state to investigate funding for developing a municipal water supply based on the need to create a solution for the high salt levels in the wells adjacent to the MHD Salt Depot. **On hold pending the exploration results.**
- **ACTION:** All – Develop ideas for potential 40B "give back to the community" improvements as related to the WRC.
- **ACTION:** Willis – Schedule a meeting with the Acton Water District Board - Chuck Olmstead.
- **ACTION:** Willis – Speak with Don Bird from Cisco to determine what role Cisco might play in a Public Water Supply. **CLOSED November 1, 2006**
- **ACTION:** Hanover – Provide guidelines on the trail restoration to be performed by the Town at Wolf Swamp. **CLOSED October 17, 2006**
- **ACTION:** Shaw – Amend CDM contract for the additional site. **CLOSED October 17, 2006**
- **ACTION:** Willis/Clemence – Simplify the spreadsheets to allow evaluation to proceed easier.
- **ACTION:** Clemence – Complete NOI for second drill site at Wolf Swamp. **CLOSED October 17, 2006**
- **ACTION:** Willis/Hughes/Shaw – Place GIS map with satellite photos and Drill site overlays on the WRC website.
- **ACTION:** Willis – Contact John Lawler HSC to discuss well results.
- **ACTION:** Cannon/Cobleigh/Hughes – Compile Public Water Supply well information for Swanson and Codman Hill Roads. **CLOSED November, 2006**
- **ACTION:** Clemence – Investigate Rural Water Program and eligibility.

**Next Meeting and Adjournment:**

Next meeting December 12, 2006 @7:30.

Meeting Adjourned at 9:30 PM.

**Agenda for Next Meeting:**

Meet with Savas Danos, Littleton Water.  
Continue discussion of next steps.  
Discuss status of open action items.

For information on the Water Resource Committee meetings or to be included in the agenda, please contact Mary Cobleigh at 978-263-1116 x-115.

These are the WRC's meeting minutes as recorded by Michael Willis. Should any questions or comments arise, please contact Michael Willis within 5 days of issue. If no comments are received and the minutes are voted for in the subsequent meeting, these meeting minutes will be considered an accurate representation of the meeting.



October 17, 2006

[illegible]

**Handout  
Water Resources Committee Meeting  
October 17, 2006**

**Town of Boxborough, Massachusetts**

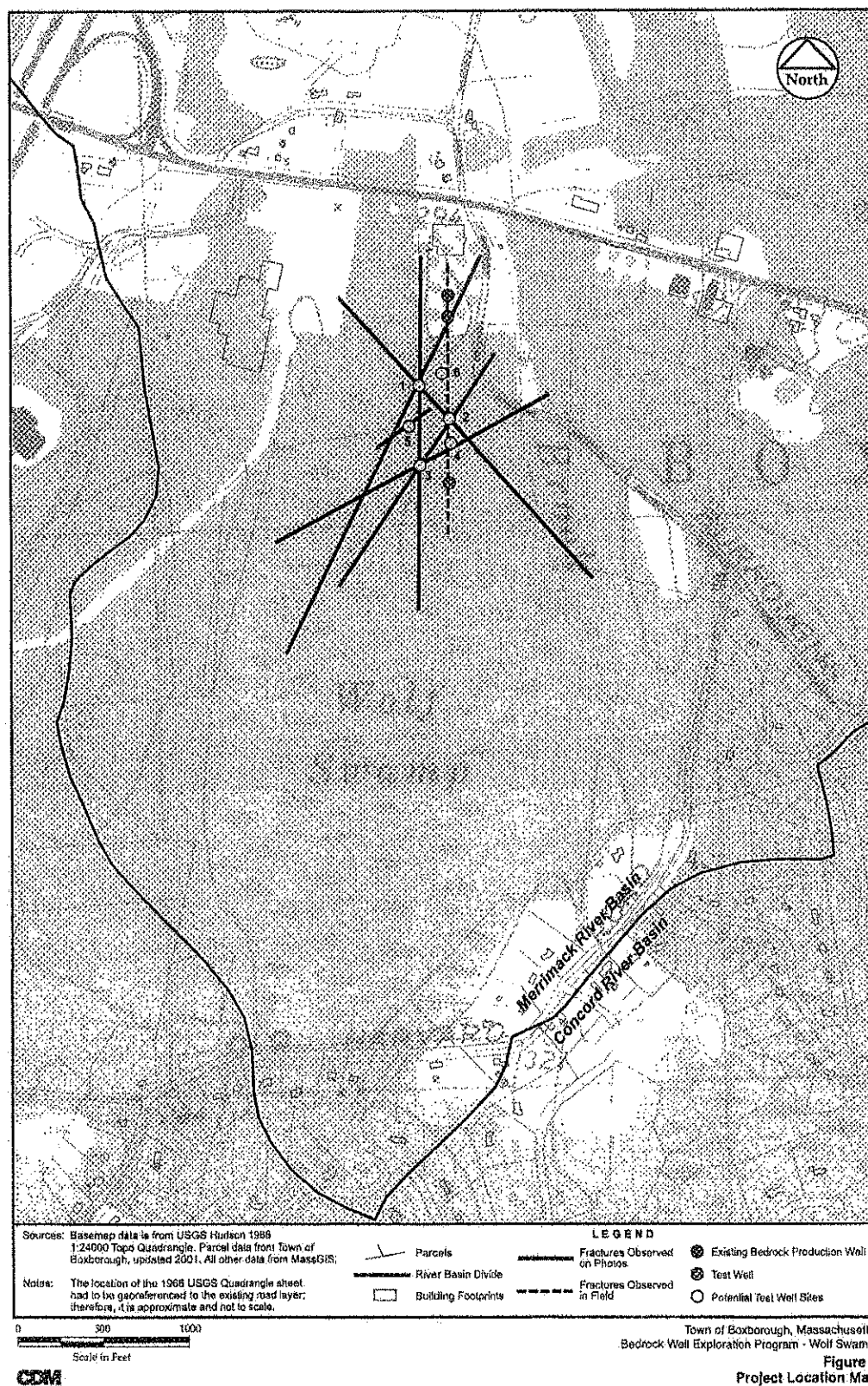
***Groundwater Exploration Program Results***

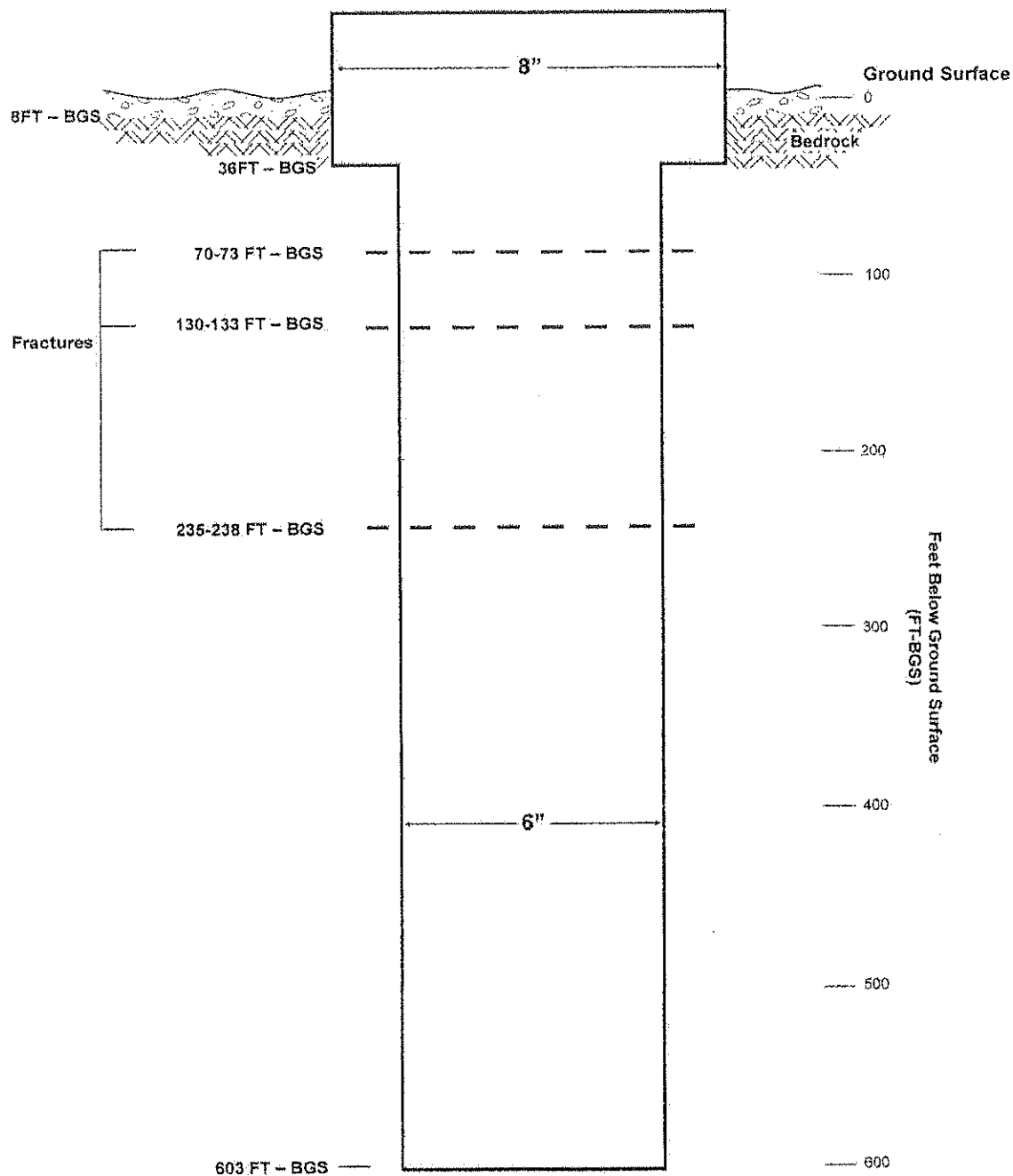
- **Bedrock Test Wells at Wolf Swamp**
  - Two test wells conducted
  - Neither yielded water
  - Log of second test well attached
- **Unconsolidated Test Well Drilling**
  - **Harvard Sportsmen's Club:**
    - #1-06 favorable; potential single well yielding 500-700 gpm
    - #3-06 favorable; potential wellfield up to 500 gpm or more
    - #2-06 unfavorable
  - **Hazard Lane:**
    - #4-06 unfavorable

***Recommendations Related to Harvard Sportsmen's Club (HSC)***

1. Submit CDM's September 15, 2006 report to HSC
2. Consider further testing at #1-06 and #3-06
3. GPS/survey to confirm #1-06 and #3-06 location
4. Protect site for potential groundwater supply development
  - Right of first refusal from HSC for land purchase
  - Easement for water supply development purposes

***Next Steps***



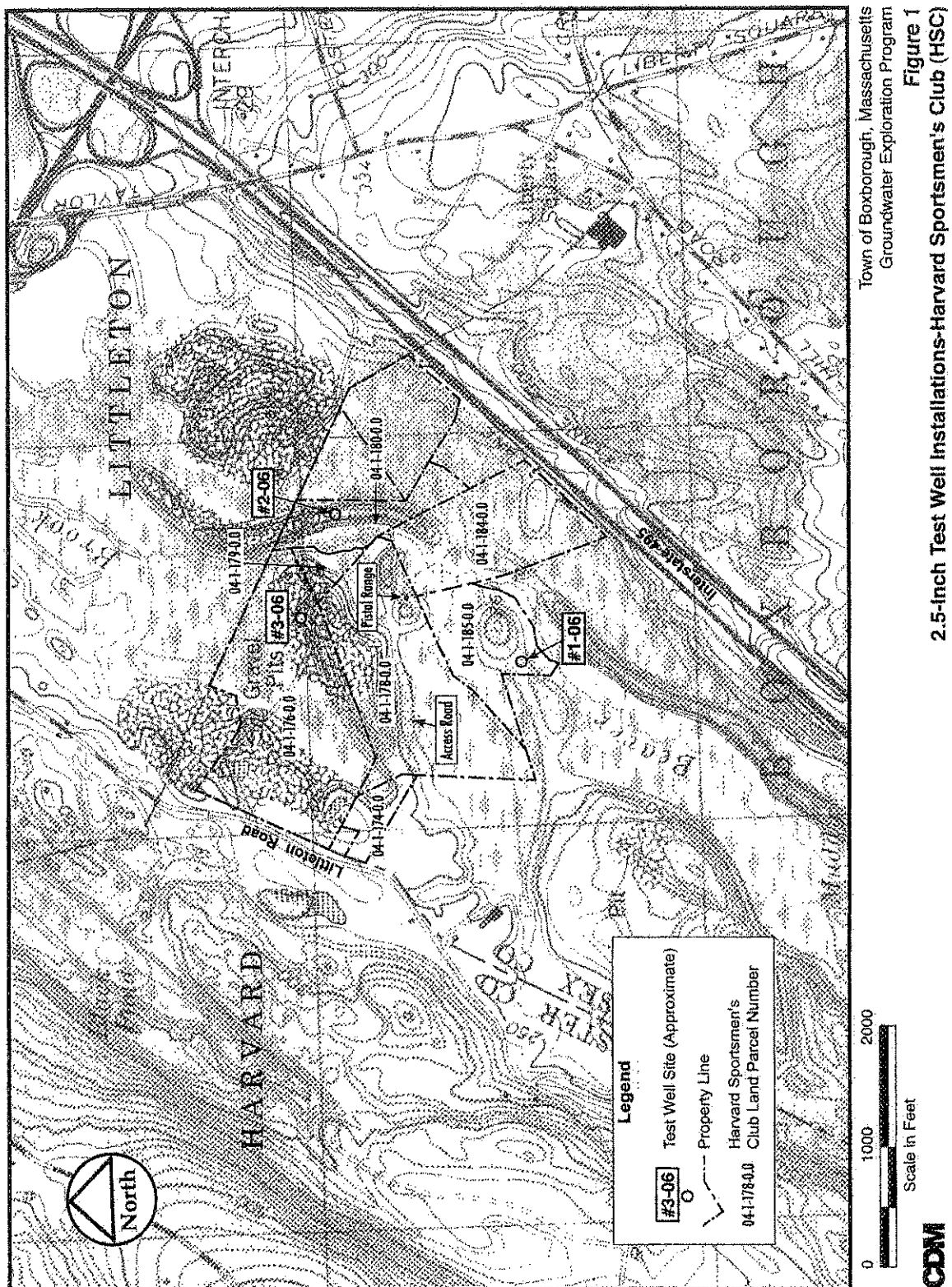


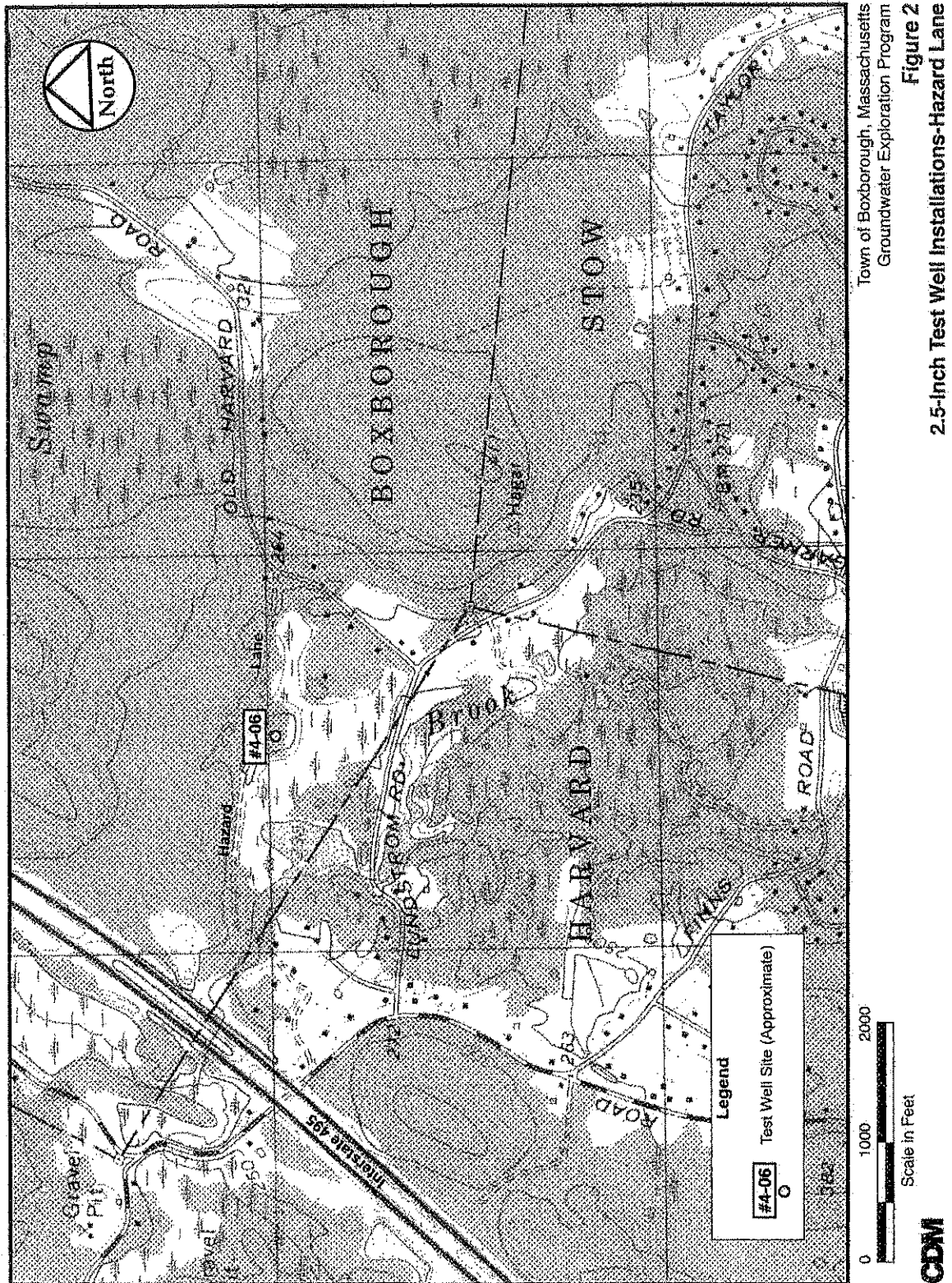
Not to Scale

Well Drilled: September 26 - 28, 2006  
Driller: Boart Longyear DL Maher Division

Well Cross-Section  
Wolf Swamp - Bedrock Well #2  
Boxborough, MA

CDM





**Handout (continued)**  
**Water Resources Committee Meeting**  
**October 17, 2006**

**Town of Boxborough, Massachusetts**

Review of recommendations from the *Final Report-Water Resources Analyses Study* (CDM/Maher, December 2002)

*Field Testing to Determine the Potential for Groundwater Supply Development*

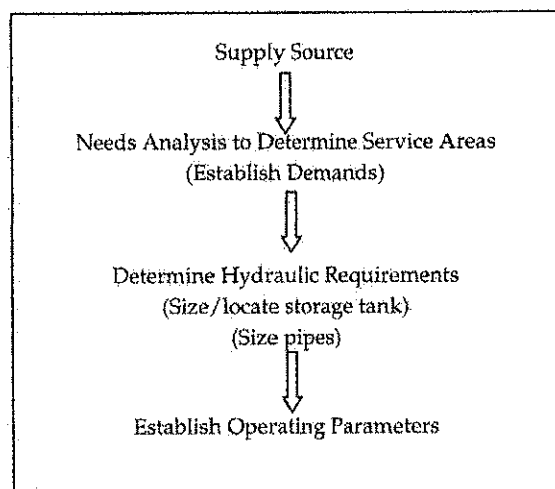
- Project 1: Testing of Unconsolidated Aquifers (*complete*)
- Project 2: Assessment of Bedrock Well Development Potential (*in process*)
- Project 3: Acquisition of Aerial Photographs (*complete*)

*Aquifer Protection and Land Acquisition*

- Project 4: Identify Parcels for Acquisition within Existing Zone II Areas
- Project 5: Aquifer Protection District and Bylaw

*Water Supply Planning*

- Project 6: Regional Water Supply Option Evaluation (next step)
- Project 7: Establishment of Local Service Areas (next step)



**Handout (continued)  
Water Resources Committee Meeting  
October 17, 2006**

**Town of Boxborough, Massachusetts**

*The Next Steps*

1. Continue to Evaluate Options
  - Discussions with HSC regarding testing, protection and eventual acquisition
  - Discussions with Littleton regarding regionalization, water purchase, and/or operational assistance
  - Determine availability of private supplies (for possible purchase)
  - Consider other bedrock test well sites
  - Ensure supply redundancy/reliability
2. Needs Analysis to Establish Local Service Area(s)
  - Assess town's need for public water by area
  - Establish demand requirements by area
    - Estimate residential needs (count units)
    - Research business needs (surveys, MassDEP file search)
    - Establish build-out requirements
    - Provide fire protection?
  - Select site(s) for additional testing based on need
  - Can supply availability meet demand?
3. Identify Facilities for Local Service Area(s) - Preliminary
  - Supply facilities, pipe network, storage requirements
  - Planning cost estimate

*Future Steps -- Duo Track*

- Enter the MassDEP *New Source Approval Process* for preferred site(s)
- Facility Planning -- distribution system, storage, permits, costs





**Town of Boxborough  
Water Resource Committee  
Meeting Minutes  
January 30, 2007**

**Attendees:**

Name	Representing	Email
Mike Willis	Board of Health	<a href="mailto:odin1mw@aol.com">odin1mw@aol.com</a>
Bryon Clemence	WRC Committee Member	<a href="mailto:bclemence@verizon.net">bclemence@verizon.net</a>
Anne Gardulski	WRC Committee Member	<a href="mailto:Anne.gardulski@tufts.edu">Anne.gardulski@tufts.edu</a>
Bryan Lynch	Board of Health	<a href="mailto:blynch814@verizon.net">blynch814@verizon.net</a>
Norm Hanover	Conservation Commission	<a href="mailto:hanover10@verizon.net">hanover10@verizon.net</a>
Marie Cannon	Board of Health	<a href="mailto:Marie.Cannon@earthtech.com">Marie.Cannon@earthtech.com</a>
Tom Hanlon	FinCom	<a href="mailto:Thomas.hanlon@ubs.com">Thomas.hanlon@ubs.com</a>
Ken March	Public Works Director	<a href="mailto:highwaydept@earthlink.net">highwaydept@earthlink.net</a>
Richard Vance	Boxborough Police	<a href="mailto:chiefvance@comcast.net">chiefvance@comcast.net</a>
Geoffrey Neagle	Boxborough Fire	<a href="mailto:chiefneaglebfd@comcast.net">chiefneaglebfd@comcast.net</a>
Andrew Miller	CDM	<a href="mailto:millera@cdm.com">millera@cdm.com</a>
Pam Resor	MA State Senator	<a href="mailto:Pamela.resor@state.ma.us">Pamela.resor@state.ma.us</a>
James Eldridge	MA State Representative	<a href="mailto:Rep.JamesEldridge@hou.state.ma.us">Rep.JamesEldridge@hou.state.ma.us</a>

**Distribution:**

Name	Representing	Email
Mary Cobleigh	Board Of Health	<a href="mailto:mary.cobleigh@town.boxborough.ma.us">mary.cobleigh@town.boxborough.ma.us</a>
Selina Shaw	Assistant Town Administrator	<a href="mailto:selina.shaw@town.boxborough.ma.us">selina.shaw@town.boxborough.ma.us</a>
Elizabeth Hughes	Town Planner	<a href="mailto:elizabeth.hughes@town.boxborough.ma.us">elizabeth.hughes@town.boxborough.ma.us</a>
Kristin Hilberg	Board of Selectmen	<a href="mailto:khilberg@comcast.net">khilberg@comcast.net</a>
Gary Kushner	FinCom	<a href="mailto:Kushner_Gary@emc.com">Kushner_Gary@emc.com</a>

Michael Willis started the meeting off with roll call and used the supplied agenda to facilitate meeting discussions. The following summarizes the information, comments, and information exchanged during the meeting:

**Agenda Items:**

- The WRC unanimously voted the meeting minutes of December 12, 2006 into record.
- Chief Vance, Chief Neagle, Mr. March, Senator Resor, Representative Eldridge present to provide input and brainstorm on concerns, issues, and suggestions for a future public water supply in Boxborough. Points shared will be included in the upcoming presentation to the Selectmen in March.
- Andy Miller present to discuss points on the feasibility study proposal and to add input to the discussions.
- Discussed SRF Funds (letters from municipalities help).
- Discussed funding and drilling trace Fracture B.
- Discussed Exxon's MBTE issue.
- Review and update Action Items.

**Additional Items:**

- All, please welcome Tom Hanlon and Gary Kushner, they will be representing the Fincom in Keshava's place and will be present at our future meetings to provide financial input and to take information back to the Fincom.

**Upcoming Milestones:**

- To be determined.

**Action Items and Status:**

- **ACTION:** Willis/Lynch - Continue to develop letter to the state to investigate funding for developing a municipal water supply based on the need to create a solution for the high salt levels in the wells adjacent to the MHD Salt Depot. **Superseded by a future meeting with the MHD set up by Senator Resor.**
- **ACTION:** Willis - Schedule a meeting with the Acton Water District Board - Chuck Olmstead.
- **ACTION:** Willis/Clemence - Simplify the spreadsheets to allow evaluation to proceed easier.
- **ACTION:** Willis/Hughes/Shaw - Place GIS map with satellite photos and Drill site overlays on the WRC website.
- **ACTION:** Willis - Contact John Lawler HSC to discuss well results. **CLOSED February 15, 2007 - Spoke with John and updated him on the progress.**
- **ACTION:** Clemence - Investigate Rural Water Program and eligibility. **CLOSED January 30, 2007 - Presented information at meeting.**
- **ACTION:** Willis - Contact CDM to prepare a proposal for a study to determine betterment costs. **CLOSED January 30, 2007 - CDM has presented a proposal.**
- **ACTION:** Willis /Shaw - Ask town counsel to provide steps for forming a water district.

**Next Meeting and Adjournment:**

Next meeting on February 20, 2007

Meeting Adjourned at 9:45 PM.

**Agenda for Next Meeting:**

Prepare presentation for Board of Selectmen.  
Discuss statement of work/proposal for feasibility study and additional drilling from CDM.  
Continue discussion of next steps.  
Discuss status of open action items.

For information on the Water Resource Committee meetings or to be included in the agenda, please contact Mary Cobleigh at 978-263-1116 x-115.

These are the WRC's meeting minutes as recorded by Michael Willis. Should any questions or comments arise, please contact Michael Willis within 5 days of issue. If no comments are received and the minutes are voted for in the subsequent meeting, these meeting minutes will be considered an accurate representation of the meeting.



**Town of Boxborough  
Water Resource Committee  
Meeting Minutes  
February 20, 2007**

**Attendees:**

<b>Name</b>	<b>Representing</b>	<b>Email</b>
Mike Willis	Board of Health	<a href="mailto:odin1mw@aol.com">odin1mw@aol.com</a>
Bryon Clemence	WRC Committee Member	<a href="mailto:bclemence@verizon.net">bclemence@verizon.net</a>
Anne Gardulski	WRC Committee Member	<a href="mailto:Anne.gardulski@tufts.edu">Anne.gardulski@tufts.edu</a>
Bryan Lynch	Board of Health	<a href="mailto:blynch814@verizon.net">blynch814@verizon.net</a>
Marie Cannon	Board of Health	<a href="mailto:Marie.Cannon@earthtech.com">Marie.Cannon@earthtech.com</a>
Kristin Hilberg	Board of Selectmen	<a href="mailto:khilberg@comcast.net">khilberg@comcast.net</a>
Andrew Miller	CDM	<a href="mailto:millera@cdm.com">millera@cdm.com</a>

**Distribution:**

<b>Name</b>	<b>Representing</b>	<b>Email</b>
Mary Cobleigh	Board Of Health	<a href="mailto:mary.cobleigh@town.boxborough.ma.us">mary.cobleigh@town.boxborough.ma.us</a>
Selina Shaw	Assistant Town Administrator	<a href="mailto:selina.shaw@town.boxborough.ma.us">selina.shaw@town.boxborough.ma.us</a>
Elizabeth Hughes	Town Planner	<a href="mailto:elizabeth.hughes@town.boxborough.ma.us">elizabeth.hughes@town.boxborough.ma.us</a>
Norm Hanover	Conservation Commission	<a href="mailto:hanover10@verizon.net">hanover10@verizon.net</a>
Gary Kushner	FinCom	<a href="mailto:Kushner_Gary@emc.com">Kushner_Gary@emc.com</a>
Tom Hanlon	FinCom	<a href="mailto:Thomas.hanlon@ubs.com">Thomas.hanlon@ubs.com</a>
Ken March	Public Works Director	<a href="mailto:highwaydept@earthlink.net">highwaydept@earthlink.net</a>
Richard Vance	Boxborough Police	<a href="mailto:chiefvance@comcast.net">chiefvance@comcast.net</a>
Geoffrey Neagle	Boxborough Fire	<a href="mailto:chiefneaglebfd@comcast.net">chiefneaglebfd@comcast.net</a>

Michael Willis started the meeting off with roll call and used the supplied agenda to facilitate meeting discussions. The following summarizes the information, comments, and information exchanged during the meeting:

**Agenda Items:**

- The WRC did not vote to accept any meeting minutes. The minutes for January 30, 2007 were not complete.
- The committee reviewed and discussed the proposal for a feasibility study and for additional funds for water exploration in Trace Fracture B with from Andy Miller (CDM).
- The WRC voted unanimously to support funding of a feasibility study for a Boxborough public water supply utilizing funding from the Verc fines.
- The WRC voted unanimously to support funding for additional water exploration in Trace Fracture B as a result of potential development in the area.
- The committee reviewed and updated the Powerpoint presentation for the Monday March 12, 2007 joint WRC/BOS meeting.
- Review and update Action Items.

**Additional Items:**

- Norm Hanover representing the Conservation Commission has given his resignation to the committee. Please reference his resignation letter in the WRC files

**Upcoming Milestones:**

- BOS presentation
- Town warrant article for additional funding for water exploration.
- Initiate Boxborough public water supply feasibility study.

**Action Items and Status:**

- **ACTION:** Willis – Schedule a meeting this summer with Mass Highway Department and Senator Resor.
- **ACTION:** Willis – Schedule a meeting with the Acton Water District Board - Chuck Olmstead.
- **ACTION:** Willis/Clemence – Simplify the spreadsheets to allow evaluation to proceed easier.
- **ACTION:** Willis/Hughes/Shaw – Place GIS map with satellite photos and Drill site overlays on the WRC website.
- **ACTION:** Willis – Contact Selina Shaw to develop framework for initiating feasibility study using the Verc Enterprises fine and contractually partnering the Town with CDM and Verc Enterprises.
- **ACTION:** Willis/Hughes – Update public water supply map with background to be shown in light blue, delineate outline, and remove Phase 1 from the title to avoid any future confusion in the public water supply process.
- **ACTION:** Clemence – Consolidate information on all known contaminants and put together a report detailing the affected area/wells and remediation actions (if any) for potential incorporation into later documents for a public water supply.
- **ACTION:** Willis – Place advertisement in the Beacon that the Board of Health is requesting personal property owners who have had their wells tested recently to forward their results to the BOH office via e-mail, snail mail, or in person. This will help the BOH and WRC identify any other potential issues.
- **ACTION:** Willis – Find/Obtain a copy of the legislation with Acton giving them water rights in Boxborough.
- **ACTION:** Willis – Contact Selina Shaw to determine time for WRC/BOS presentation and notify of the additional warrant article for water exploration at Trace Fracture B. **CLOSED February 26, 2007 – E-mail exchange with Selina.**
- **ACTION:** Willis – Contact Zoning Board of Appeals to inform them and obtain guidance for working with Gutierrez on the potential 40B project near the Exxon Mobil Gas Station in Boxborough. **CLOSED February 26, 2007 – ZBA to address at their Monday March 5, 2007 meeting.**
- **ACTION:** Willis /Shaw – Ask town counsel to provide steps for forming a water district.

**Next Meeting and Adjournment:**

Next meeting on March 12, 2007

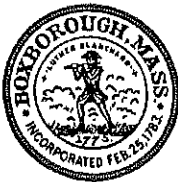
Meeting Adjourned at 9:40 PM.

**Agenda for Next Meeting:**

Presentation for Board of Selectmen.

For information on the Water Resource Committee meetings or to be included in the agenda, please contact Mary Cobleigh at 978-263-1116 x-115.

These are the WRC's meeting minutes as recorded by Michael Willis. Should any questions or comments arise, please contact Michael Willis within 5 days of issue. If no comments are received and the minutes are voted for in the subsequent meeting, these meeting minutes will be considered an accurate representation of the meeting.



**Town of Boxborough  
Water Resource Committee  
Meeting Minutes  
March 12, 2007**

**Attendees:**

Name	Representing	Email
Mike Willis	Board of Health	<a href="mailto:odin1mw@aol.com">odin1mw@aol.com</a>
Bryon Clemence	WRC Committee Member	<a href="mailto:bclemence@verizon.net">bclemence@verizon.net</a>
Marie Cannon	Board of Health	<a href="mailto:Marie.Cannon@earthtech.com">Marie.Cannon@earthtech.com</a>
Kristin Hilberg	Board of Selectmen	<a href="mailto:khilberg@comcast.net">khilberg@comcast.net</a>
Andrew Miller	CDM	<a href="mailto:millera@cdm.com">millera@cdm.com</a>
Bill Pauk	CDM	<a href="mailto:paukwj@cdm.com">paukwj@cdm.com</a>

**Distribution:**

Name	Representing	Email
Mary Cobleigh	Board Of Health	<a href="mailto:mary.cobleigh@town.boxborough.ma.us">mary.cobleigh@town.boxborough.ma.us</a>
Selina Shaw	Assistant Town Administrator	<a href="mailto:selina.shaw@town.boxborough.ma.us">selina.shaw@town.boxborough.ma.us</a>
Elizabeth Hughes	Town Planner	<a href="mailto:elizabeth.hughes@town.boxborough.ma.us">elizabeth.hughes@town.boxborough.ma.us</a>
Norm Hanover	Conservation Commission	<a href="mailto:hanover10@verizon.net">hanover10@verizon.net</a>
Gary Kushner	FinCom	<a href="mailto:Kushner_Gary@emc.com">Kushner_Gary@emc.com</a>
Tom Hanlon	FinCom	<a href="mailto:Thomas.hanlon@ubs.com">Thomas.hanlon@ubs.com</a>
Ken March	Public Works Director	<a href="mailto:highwaydept@earthlink.net">highwaydept@earthlink.net</a>
Richard Vance	Boxborough Police	<a href="mailto:chiefvance@comcast.net">chiefvance@comcast.net</a>
Geoffrey Neagle	Boxborough Fire	<a href="mailto:chiefneaglebfd@comcast.net">chiefneaglebfd@comcast.net</a>
Anne Gardulski	WRC Committee Member	<a href="mailto:Anne.gardulski@tufts.edu">Anne.gardulski@tufts.edu</a>
Bryan Lynch	Board of Health	<a href="mailto:blynch814@verizon.net">blynch814@verizon.net</a>

**Agenda Items:**

- WRC presentation to the Selectmen. The Selectmen supported the proposed feasibility study and the warrant article for additional drilling at Trace Fracture B.
- Please reference the BOS meeting minutes for any additional information. The presentation has been made available on the WRC website.

**Additional Items:**

- NA

**Upcoming Milestones:**

- Town warrant article for additional funding for water exploration.
- Initiate Boxborough public water supply feasibility study.

**Action Items and Status:**

- *Please reference prior meeting minutes.*

**Next Meeting and Adjournment:**

Next meeting TBD

Meeting Adjourned at 9:30 PM.

**Agenda for Next Meeting:**

TBD

For information on the Water Resource Committee meetings or to be included in the agenda, please contact Mary Cobleigh at 978-263-1116 x-115.

These are the WRC's meeting minutes as recorded by Michael Willis. Should any questions or comments arise, please contact Michael Willis within 5 days of issue. If no comments are received and the minutes are voted for in the subsequent meeting, these meeting minutes will be considered an accurate representation of the meeting.



**Town of Boxborough  
Water Resource Committee  
Meeting Minutes  
November 8, 2007**

**Attendees:**

<b>Name</b>	<b>Representing</b>	<b>Email</b>
Mike Willis	Board of Health	<a href="mailto:odin1mw@aol.com">odin1mw@aol.com</a>
Bryon Clemence	WRC Committee Member	<a href="mailto:bclemence@verizon.net">bclemence@verizon.net</a>
Marie Cannon	Board of Health	<a href="mailto:Marie.Cannon@earthtech.com">Marie.Cannon@earthtech.com</a>
Kristin Hilberg	Board of Selectmen	<a href="mailto:khilberg@comcast.net">khilberg@comcast.net</a>
Arden Veley	Conservation Commission	<a href="mailto:havelev@verizon.net">havelev@verizon.net</a>

**Distribution:**

<b>Name</b>	<b>Representing</b>	<b>Email</b>
Mary Cobleigh	Board Of Health	<a href="mailto:mary.cobleigh@town.boxborough.ma.us">mary.cobleigh@town.boxborough.ma.us</a>
Selina Shaw	Town Administrator	<a href="mailto:selina.shaw@town.boxborough.ma.us">selina.shaw@town.boxborough.ma.us</a>
Elizabeth Hughes	Town Planner	<a href="mailto:elizabeth.hughes@town.boxborough.ma.us">elizabeth.hughes@town.boxborough.ma.us</a>
Bryan Lynch	Board of Health	<a href="mailto:blynch814@verizon.net">blynch814@verizon.net</a>
Gary Kushner	FinCom	<a href="mailto:Kushner_Gary@emc.com">Kushner_Gary@emc.com</a>
Tom Hanlon	FinCom	<a href="mailto:Thomas.hanlon@ubs.com">Thomas.hanlon@ubs.com</a>
Ken March	Public Works Director	<a href="mailto:highwaydept@earthlink.net">highwaydept@earthlink.net</a>
Richard Vance	Boxborough Police	<a href="mailto:chiefvance@comcast.net">chiefvance@comcast.net</a>
Geoffrey Neagle	Boxborough Fire	<a href="mailto:chiefneaglebfd@comcast.net">chiefneaglebfd@comcast.net</a>
Anne Gardulski	WRC Committee Member	<a href="mailto:Anne.gardulski@tufts.edu">Anne.gardulski@tufts.edu</a>
Charlene Golden	Conservation Commission	<a href="mailto:cgolden@mail.ab.mec.edu">cgolden@mail.ab.mec.edu</a>

Michael Willis started the meeting off with roll call and used the supplied agenda to facilitate meeting discussions. The following summarizes the information, comments, and information exchanged during the meeting:

**Agenda Items:**

- The WRC unanimously voted the meeting minutes of January 30, 2007, February 20, 2007, and March 12, 2007 into record.
- The committee reviewed and discussed multiple drilling sites located at Steele Farm and the Picnic Trust properties. Arden Veley representing the Steele Farm Committee noted the Committee's concerns regarding the impact of a well from a future water supply on the ability to sell future haying rights on the Steele Farm property (the 400' zone of protection affects approximately an 80' semi-circle on the Steele Farm Property). The WRC members present voted to recommend the site for the next test well on the edge of the open field in the

Picnic Trust portion of the property (Figure 1) because it offered the easiest access point with the least amount of site work to be performed to allow access for a drill rig and support vehicles. Other sites (a total of 5 sites were considered) are shown in Figure 2.

- CDM continues to perform the Feasibility Study.
- Review and update Action Items.

#### Additional Items:

- Summer of 2007 – Willis participated in a conference call with Winnstanley and Bright Horizons to update them on the progress of a potential public water supply in Boxborough.
- Summer of 2007 – Willis met with Bill Caulder from Gutierrez corporation to discuss potential scenarios of supporting their 40B project located at Cunningham Road and Route 111. It is unlikely at this time that a public water supply could be developed in time to support this project.
- November 12, 2007 – Willis met with Andrew Miller and Don Bird (Cisco) to determine what infrastructure is already in place at Cisco for their wells, pumps, and supply lines to support the feasibility study. Don Bird was briefed on the current status of the state of a potential public water supply in Boxborough.
- November 20, 2007 – Willis met with Andrew Miller, Brian Buckley, Johnathon Kunay, and Savas Danos from Littleton Water to gather additional information to support the feasibility study.
- Boxborough was awarded 500K for SRF funding (this is a 2% loan program for Boxborough water planning)..... Thanks to Andy Miller, Mary Cobleigh, Selina Shaw, Bryon Clemence and everyone who participated in wriproviding input. Next Steps – Have Town meeting appropriate funding by June 30, 2008 and apply for an SRF application by October 15, 2008.

#### Upcoming Milestones:

- Completion and evaluation of Boxborough public water supply feasibility study.
- Water exploration at Picnic Trust.

#### Action Items and Status:

- **ACTION:** Willis – Schedule a meeting with Mass Highway Department and Senator Resor.
- **ACTION:** Willis – Schedule a meeting with the Acton Water District Board - Chuck Olmstead.
- **ACTION:** Willis/Clemence – Simplify the spreadsheets to allow evaluation to proceed easier.
- **ACTION:** Willis/Hughes/Shaw – Place GIS map with satellite photos and Drill site overlays on the WRC website.
- **ACTION:** Willis – Contact Selina Shaw to develop framework for initiating feasibility study using the Verc Enterprises fine and contractually partnering the Town with CDM and Verc Enterprises. **CLOSED Spring 2007 – Feasibility Study Initiated.**
- **ACTION:** Willis/Hughes – Update public water supply map with background to be shown in light blue, delineate outline, and remove Phase 1 from the title to avoid any future confusion in the public water supply process. **CLOSED Spring 2007 – Document completed for Town Meeting.**
- **ACTION:** Clemence – Consolidate information on all known contaminants and put together a report detailing the affected area/wells and remediation actions (if any) for potential incorporation into later documents for a public water supply.
- **ACTION:** Willis – Place advertisement in the Beacon that the Board of Health is requesting personal property owners who have had their wells tested recently to forward their results to the BOH office via e-mail, snail mail, or in person. This will help the BOH and WRC identify any other potential issues. **CLOSED Spring 2007 – Advertisement placed – very little response (only 2 property owners as of these minutes).**
- **ACTION:** Willis – Find/Obtain a copy of the legislation with Acton giving them water rights in Boxborough. **CLOSED Spring 2007 – Files from state archives and copies obtained by Mary Cobleigh.**
- **ACTION:** Willis /Shaw – Ask town counsel to provide steps for forming a water district.
- **ACTION:** Willis /Clemence – Prepare NOI for the ConsCom meeting scheduled for December 5, 2007.
- **ACTION:** Willis – Prepare Boxborough Highway Department work request form for the well at Steele Farm.

#### Next Meeting and Adjournment:



**Next meeting To Be Determined.**

**Meeting Adjourned at 8:30 PM.**

**Agenda for Next Meeting:**

**Not Available.**

**For information on the Water Resource Committee meetings or to be included in the agenda, please contact Mary Cobleigh at 978-263-1116 x-115.**

**These are the WRC's meeting minutes as recorded by Michael Willis. Should any questions or comments arise, please contact Michael Willis within 5 days of issue. If no comments are received and the minutes are voted for in the subsequent meeting, these meeting minutes will be considered an accurate representation of the meeting.**



**Figure 1**



Figure 2

BOS



**Town of Boxborough  
Water Resource Committee  
Meeting Minutes  
October 6, 2009  
7:30 pm**

**Attendees:**

Name	Representing	Email
Bryon Clemence	WRC Committee Member	<a href="mailto:bclemence@verizon.net">bclemence@verizon.net</a>
Raid Suleiman	Board of Selectmen	<a href="mailto:sraid@yahoo.com">sraid@yahoo.com</a>
Marie Cannon	Board of Health	<a href="mailto:Marie.Cannon@earthtech.com">Marie.Cannon@earthtech.com</a>
Andrew Miller	CDM	<a href="mailto:millera@cdm.com">millera@cdm.com</a>

**Distribution:**

Name	Representing	Email
Mary Cobleigh	Board of Health	<a href="mailto:mary.cobleigh@town.boxborough.ma.us">mary.cobleigh@town.boxborough.ma.us</a>
Selina Shaw	Town Administrator	<a href="mailto:selina.shaw@town.boxborough.ma.us">selina.shaw@town.boxborough.ma.us</a>
Anne Gardulski	WRC Committee Member	<a href="mailto:Anne.gardulski@tufts.edu">Anne.gardulski@tufts.edu</a>
Bryan Lynch	Board of Health	<a href="mailto:blynch814@verizon.net">blynch814@verizon.net</a>
Frank Roth	Board of Health	<a href="mailto:rikka01719@yahoo.com">rikka01719@yahoo.com</a>

The meeting was called to order at 7:35 pm.

Marie Cannon requested the meeting via e-mail to discuss a possible memo to the BOS from the WRC regarding the proposed Steele Farm Conservation and Historic Preservation Restrictions (Article 3 on the November 16, 2009 STM). The memo is intended to clarify our position regarding restrictions and, to the best of our ability, prevent conflicting language that might hinder the potential for Steele Farm to host a future PWS and/or supporting infrastructure.

**Agenda Items:**

- Discuss individual comments on the Article 3 scope language and the sample narrative for the document that issues the C/HP Restriction to the Trustees of Reservations and Boxborough Historical Society
- A motion was made to prepare a draft memo to BOS regarding these documents. The motion was seconded and approved unanimously. Committee members prepared a preliminary memo, to be completed by Cannon – document attached
- The WRC recommends that the BOS consider modification to add the phrase “use of natural resources”.

**Action Items and Status:**

- **ACTION:** Cannon – Complete draft memo based on notes from meeting and distribute for comments. Memo to be sent to BOS for consideration at October 19, 2009 hearing.
- **ACTION:** Cannon/Lynch – Schedule a meeting with the Harvard Sportsman Club representatives to discuss first right of refusal and/or other topics relating to securing/protecting the possible well site that was tested.
- **ACTION:** Suleiman – Schedule a meeting with Don Bird regarding Cisco's future plans regarding well use. Cisco has WMA permit that includes PWS and irrigation wells.

**Upcoming Meetings and Adjournment:**

Scheduled meetings on October 20, 2009 and November 18, 2009

Meeting Adjourned at 8:10 pm.

**Agenda for Next Meeting:** Review status of action items

**For information on the Water Resource Committee meetings or to be included in the agenda, please contact Mary Cobleigh at 978-263-1116 x-115.**

*These are the WRC's meeting minutes as recorded by Marie Cannon. Should any questions or comments arise, please contact Marie Cannon within 5 days of issue. If no comments are received and the minutes are voted for in the subsequent meeting, these meeting minutes will be considered an accurate representation of the meeting.*