

**TOWN OF ACTON
WATER RESOURCES ADVISORY COMMITTEE
MEETING NOTES OF MARCH 14, 2018**

Documents: Any documents utilized during this meeting are either included in these minutes, available on the web and/or can be examined at the Town offices during regular business hours.

Present: Matthew Mostoller, Lucy Kirshner, Barry Rosen, Ron Beck, Robert Sekular, Joan Gardner (BOS Liaison). Guests: Erika Amir-Lin, Ro Pinto, Mary Lynn Miller

Note Taker(s): Barry Rosen

Chairperson: Ron Beck

Called To Order: The chairperson called the meeting to order on March 14, 2018 at 7:05 PM.

Old Business:

1. Approval of Minutes:

1.1. On a motion by Mr. Beck, seconded by Mr. Sekular, the minutes of February 21, 2018 were accepted.

1.2. On a motion by Mr. Rosen, seconded by Mr. Beck, the minutes of the subcommittee meeting of March 3, 2018 were accepted.

2. Resolution of current WRAC Membership:

2.1. Mr. Rosen explained that he had done some research and found information that explained that Mr. Kreuse would need reappointment to the WRAC if he were a member. This is spelled out clearly in the Town's Committee Handbook. Full members are appointed or reappointed for 3 year terms while Associate members are appointed or reappointed for 1 year terms.

2.2. Therefore, he believed Mr. Kreuse was no longer a member of the WRAC as he could not find a record of reappointment by the BOS. Lucy Kirshner could become a full member of the WRAC. She must be appointed by the BOS and go to the Clerk's office to be sworn-in. [She will also need to go through the on-line conflict of interest training and present the completion certificate to the Clerk's office. Note added by Mr. Rosen.] The committee may still need to continue to work this issue until it is resolved.

3. Review of and Lessons Learned from the BOS Presentation on March 5, 2018

3.1. People who were present during the WRAC presentation given to the Board of Selectmen provided their thoughts on the meeting.

3.2. Mr. Sekular felt that it was difficult to keep the attention of the BOS during the presentation. He mentioned that some last minute changes to the slides were made on Monday just prior to the BOS presentation because he felt that he wanted to explain the key items of the slide rather than having the Board simply read the slide displayed on the screen.

3.3. Mr. Rosen listed a couple of observations:

3.3.1. In the future, we should provide only the slides that are going to be presented. Many of the selectpersons were spending their time reading through the paper copies of the slide deck. It was a major distraction from the presenter.

- 3.3.2. Put fewer messages on each slide. Less is better. It seemed that each slide should have a single message with possibly a few bullets (of few words) to support the message.
- 3.3.3. Reduce the number of words on each slide.
- 3.3.4. Distill down to fewer slides so the presenter can spend more time explaining and emphasizing his/her points.
- 3.4. Ms. Kirshner stated that she felt pretty good about the result of the presentation. While we did not get a commitment for any money, she felt positive about the BOS participating in a workshop.
- 3.5. Mr. Rosen believes that he heard the BOS members say, “Move ahead” and put together the workshop.

New Business:

- 4. Date/Time of Next Meeting: The membership agreed that the next meeting of the WRAC will take place on Wednesday, April 11, 2018 @ 7:00 PM in the conference room of the Water Supply District of Acton.
- 5. Number and Terms of WRAC Officers:
 - 5.1. Mr. Rosen explained that we are required to have a chairperson, a vice-chairperson and a clerk. Each officer has a term of one year.
 - 5.2. Officers that were elected by unanimous votes were:
 - 5.2.1. Chairperson: Mr. Beck
 - 5.2.2. Vice-Chairperson: Ms. Kirshner
 - 5.2.3. Clerk: Mr. Rosen
- 6. Littleton and Nagog Pond: The group discussed the latest developments regarding Nagog Pond and the Town of Littleton’s recently announced intention to invoke their right to the waters of Nagog Pond. There was some discussion as to how this might affect Concord and Acton. The committee also made it clear that it would take no position on the litigation or discussion between Acton and Concord concerning Nagog Pond. However, individuals on the committee are free to take a position or make a statement as citizens of the town during BOS meetings and/or Town Meeting.
- 7. Discussion of Water Study Workshop: There was rigorous discussion among all present. Some of the thoughts expressed were:
 - 7.1. Mr. Beck: Saturday workshop run by a facilitator not associated with the WRAC.
 - 7.2. Mr. Mostoller and Mr. Rosen: felt it will take us some time to get the workshop ready so we should aim for an early Fall date (September). After examining holidays in September, the WRAC decided on a target date of Saturday, September 22, 2018.
 - 7.3. Possible Goals
 - 7.3.1. What are the policy alternatives?
 - 7.3.2. Can you answer those questions with the current information available to you today?
 - 7.3.3. What information do we need to be able to answer questions about the future of Acton’s water?

- 7.3.4. We don't want to tell the BOS what they should do.
- 7.3.5. What is the scope of what you want us to do? E.g. Is just a search of the existing literature enough to fill in the gaps of your knowledge?
- 7.3.6. What are the questions that you feel you might have to answer in the future?
- 7.3.7. Mr. Rosen: We might present some possible scenarios and what questions each scenario might raise for the Board.
- 7.3.8. Mr. Beck: The meeting should be 2/3 workshop and 1/3 getting agreement on the next steps.
- 7.3.9. Ms. Amir-Lin: Don't overload the BOS with a large packet of information. Some of the members may read and study every single page while others may not. Some may think that they know too much and others may believe they know too little. This has the potential to cause disproportionate amounts of participation.
- 7.3.10. Mr. Mostoller: Really focus in on the most important things to tackle. How are some decisions that you make affecting other things across the board? We need to get to the priorities during the workshop. WRAC is the vehicle.
- 7.3.11. Mr. Rosen: Things we need to identify for this to be successful:
 - 7.3.11.1. Who is going to be invited to this workshop? We know that we want BOS, AWD, WRAC, some NGOs, town staff and perhaps others. We need to specifically ID the individual stakeholders.
 - 7.3.11.2. When is the workshop? [This was settled as a target date of Saturday, September 22, 2018.]
 - 7.3.11.3. What is the goal of the workshop?
 - 7.3.11.4. What is the content of the workshop?

8. Action Items: For the next meeting, the committee members are asked to have thought about and to bring with them the following information: (assigned by the chairperson)

- 8.1. What is the overarching goal of the workshop?
- 8.2. List who should come to the workshop. What Acton town departments should come?
- 8.3. What are some scenarios to think about which would drive the BOS to think about what would be involved and the possible implications?

Adjournment:

On a motion by Mr. Rosen and seconded by Mr. Beck, the meeting was adjourned at 9:20 PM by a unanimous vote.