

TOWN OF MEDFIELD

# MEETING NOTICE

POSTED:

TOWN CLERK

RECEIVED  
TOWN OF MEDFIELD, MASS

POSTED IN ACCORDANCE WITH THE PROVISIONS OF M.G.L. CHAPTER 23A AS AMENDED.

Board of Selectmen

Board or Committee

OFFICE OF THE  
TOWN CLERK

PLACE OF MEETING	DAY, DATE, AND TIME
Town Hall Chenery Meeting Room	Tuesday April 17, 2018 @7:00 PM

## AGENDA (SUBJECT TO CHANGE)

### Announcement

Disclosure of Video Recording

We want to take a moment of appreciation for our Troops serving in the Middle East and around the world

### Citizen Comment

### Appointments

7:00 PM John Kelly / LIP Application

7:30 PM ALS Committee update

### Action Item

Vote to sign the Warrant

### Pending

Continued discussion regarding Financial Policies

### Town Administrator Update

### Selectmen Report

### Informational

Copy of letter from Tri-County High School regarding Certified Copy of Assessments and Budget Summary  
DEP April 2 letter approving pilot study for removal of iron and manganese from Well No.3

E. Clarke

4-11-18

**Town of Medfield Financial Policies**

(Adopted as of \_\_/\_\_/2018)

I. Purpose

To provide guidance to Town Departments, Boards, and Town Meeting in establishing annual budgets and long-term financial planning. The goals of the policies are as follows:

- To adopt an approach to financial planning, spending, and taxation that is consistent with the Town's long-term goals and plans. To protect against variations in Town revenues outside the control of the Town government and its residents to ensure adequate funding of necessary town services in times of economic distress.
- To minimize variations in the tax, water and sewer rates, and to spread the cost of providing needed services fairly across residents and businesses over time.
- To maintain adequate reserves that can be used in times of emergency to avoid cuts to necessary services and increased tax burdens in times of economic stress for citizens and the Town Government.
- Recognizing the need to invest and preserve the significant investment the Town has made in its capital facilities over the past fifteen years and will make over the next five years, the Town must ~~fund~~ adequately fund capital budgets necessary to maintain capital assets that support the provision of ~~provide essential~~ municipal services to the Town's residents and businesses.
- To maintain a high bond rating and an affordable level of debt over time.
- In pursuit of the above objectives, To to take a long-term approach to budgeting ~~and to avoid that promotes stability in the tax burden over time, and that minimize~~ the risk that short-term considerations will ~~disrupt the town's overwhelm the need for adequate~~ long-term planning and funding strategies.

II. Capital Expenditures

A. Capital Budget & Capital Building Plan

1. Capital Budget

Consistent with the Town Charter, the Town shall maintain a 5-year capital budget updated annually by the Capital Budget Committee after the Annual Town Meeting. The Capital Budget Committee shall submit a proposed Capital Budget to the Board of Selectmen and the School Committee. Upon approval by the Board of Selectmen and School Committee, the capital budget will be effective until a new capital budget is adopted. The 5-year capital budget will be reviewed annually by the Warrant Committee as part of its budget review process for each Town Meeting.

The Capital Budget Committee is responsible for analyzing proposed capital investments and making a recommendation to the Board of Selectmen and School Committee about which capital assets should be added, repaired, replaced, or updated and when that should be done. Departments should not acquire capital assets outside of the capital budgeting process defined herein, to include the introduction of new information systems, unless they are prepared to



support the life cycle costs of that capital asset within their own Department budgets. In submitting the proposed 5-year capital budget to the Board of Selectmen and the School Committee, the Capital Budget Committee shall provide a rationale for each proposed expenditure included within the 5-year capital budget.

The 5-year Capital Budget shall include all (1) building repairs, system upgrades, alterations, or improvements with a useful life of more than 5 years, but less than ?? from the; (2) road improvements planned to be funded through Chapter 90 funds?; (3) vehicle replacements and old vehicle dispositions; (4) information technology infrastructure; (5) Water & Sewer projects and infrastructure, excluding planned maintenance of existing equipment; (6) Any other items with a useful life of more than 5 years and costing more than \$25,000.

Items should only be included in submitted for the capital budget if they are necessary to the provision of ~~essential~~ services approved by the Annual Town Meeting, and, generally, are considered replacements, repairs, or non-major (i.e., not requiring Permanent Building Committee review) upgrades of existing capital assets.

Any department that wishes to acquire new capital assets that qualify as items that could be included in the 5-Year Capital Budget, and, that want those new assets to will, going forward, be maintained as part of the capital budget should also must submit those a requests before acquiring those assets to formally include them as part of in the list of capital assets supported by the 5-year capital budget. Requests for new capital assets should be accompanied by (1) an explanation of the expected carrying costs, replacement costs, and a timetable for replacement; ~~and~~ (2) an explanation of which departments or personnel will be involved in maintaining those assets; ~~and~~ (3) whether the department responsible for maintenance has an explanation of the resources, currently in place within the department, to cover the routine maintain-maintenance those assets; and (4) approval confirmation of the information provided by from the maintaining department, along with acknowledgement of the responsibilities the maintaining department is accepting to care for the capital asset after it is acquired. For example, no department should ask to acquire an additional vehicle as part of its capital budget request- without review and approval by the DPW Director. By way of further example, no department should acquire additional information technology programs, hardware, or other assets without review and approval of the Director of Information Technology.

The 5-year capital budget shall include projected cost of any items approved for inclusion therein and projected funding source (*i.e.*, general tax levy, debt exclusion, Capital Stabilization Fund, Chapter 90 funds, departmental revolving funds). No items shall be included on the 5 year capital budget without a projected ed funding source.

For items to be funded by the general tax levy, the Capital Budget Committee shall recommend a consistent level of levy usage based on the Town's capital needs over the course of the 5-year capital plan in an effort to permit predictable operational budgets.

Items not included within the 5-year capital budget for capital assets that have been accepted for support from the capital budget shall only be funded via the capital budget in the case of an emergency that could not have been anticipated at the time the most recent 5-year



capital budget was adopted. Items required to maintain capital assets that have not been accepted for support from the capital budget shall not be funded via the capital budget. In the case of an emergency that could not have been anticipated, if funds are available within the capital budget, those funds may be borrowed to cover that emergency by the department owning the capital asset, with the loan to be paid back through that department's budget over an agreed-to time frame.

## 2. Capital Building Maintenance Plan

The town shall maintain a 20-year Capital Building Maintenance Plan ("20-Year Capital Plan") for building-related investments and repairs. The 20-year Capital Plan will assess whether it is preferable to address the issues identified therein by repair or replacement of the building. The plan will include estimates of the total cost of the proposed capital repairs, as well as an estimate of when those costs will be incurred. The 20-year Capital Plan shall be updated every 2 years by the Director of Facilities with the assistance and approval of the Permanent Planning and Building Committee. The Facilities Master Plan maintained by the Permanent Planning and Building Committee pursuant to Chapter 10-20-9 of the Code of the Town of Medfield ~~may shall??~~ be incorporated into the 20-year Capital Plan.

Once approved by the Permanent Planning and Building Committee, the 20-year Capital plan will be submitted to the Board of Selectmen and the School Committee for their approval. This submission will include an analysis of the impact the committee's recommendation will have on the town's long-term debt profile and the resulting projected debt services costs that will entail. While the Director of Facilities and the Permanent Planning and Building Committee will recommend which items should be included in the 20-Year Capital Plan, the Selectmen and the School Committee have final responsibility for determining which items are designated for inclusion in the 20-year Capital Plan.

It is the intention of this Policy that expenses included in the 20-Year Capital Plan will be paid out of the Capital Stabilization Fund designated in Section II(B) below according to the terms of the town's Capital Stabilization Fund ~~created by the 2018 Annual Town Meeting~~. No item shall be recommended for funding from the Capital Stabilization Fund unless approved for inclusion as part of the 20-year Capital Plan.

### B. Capital Stabilization Fund

Consistent with the provisions of the Municipal Modernization Act, and subject to the approval of Town Meeting, there shall be established a Capital Stabilization Fund.

~~To limit the costs of borrowing, to take advantage of long-term capital planning, to spread the cost of maintaining the Town's buildings equitably over time, and ensure the availability of funds to cover expected and predictable capital expenses, Town shall fund its capital building expenses identified in its 20-year Capital Plan from its Capital Stabilization Fund. Given the unpredictability of interest rates over the course of the next 20 years, to avoid the need for serial debt exclusion votes, and to limit the impact on operating budgets providing needed services, the Town will fund as much of its capital expenses, in the first instance, from~~



~~the tax levy rather than long term borrowing via debt exclusion. The Capital Stabilization Fund shall draw upon the revenues generated by an operating override adopted as of \_\_\_/\_\_\_/\_\_\_ for that purpose.~~

The Stabilization fund will be utilized for expenses related to the design, construction, and implementation of capital building and maintenance projects as defined in the Municipal Facilities Evaluation and Capital Plan developed by the Director of Facilities, and thereafter in the 20-year Capital Plan described in Section II(A)(2). It is not the intention of this fund that the full amount be spent in any one year, but that funds accumulate for use according the 20-year Capital Plan and as specifically appropriated as part of the 5-Year Capital Budget.

The Board of Selectmen ~~shall annually~~are responsible for appropriate appropriating funds to the Capital Stabilization Fund ~~within the full amount of~~ the dedicated tax levy limit directed by the voters ~~to for~~ the Capital Stabilization Fund. While it can be expected that the Board of Selectmen will appropriate the full levy limit authorized by the voters each year, there may be circumstances where the Board of Selectmen will decide to appropriate less than the full authorized amount for the fund. This situation could apply when unless:

- A lower annual amount is sufficient to fund the then-current 20-year Capital Plan; or
- An alternative source of funding (debt exclusion, federal or state grant, sale of town land) has been identified to fund all or a portion of the 20-year Capital Plan.

In exercising its discretion over the amount of funds to be appropriated to the Capital Stabilization Fund each year, the Board of Selectmen will need to keep in mind that, under the provisions of a Stabilization Fund override, any reduction in funding from the limit authorized by the voters in an override vote results in a permanent reduction in the limit of funding that is authorized going forward from the year the lower amount is appropriated by the Board of Selectmen.

Before voting to approve an amount lower than the full amount of the designated levy limit approved by the voters, the Board of Selectmen ~~agrees that it~~ will provide notice to, or consult with, the School Committee, Permanent Planning & Building Committee, Capital Budget Committee, and Warrant Committee of its intent to do so and provide those committees the opportunity to be heard before holding a final vote on appropriating a lower amount than that approved by the voters.

An article will be placed on each Annual Town Meeting Warrant to appropriate the funds necessary from the Capital Stabilization Fund, subject to availability, to fund those repairs identified in the 20-year Capital Plan and approved for inclusion in the 5-year capital budget for that year. (NOTE: Approval for withdrawal of these funds from the Capital Stabilization Fund will require 2/3's approval by the voters at the Town Meeting at which this withdrawal is being requested.)

### III. Reserves and Free Cash



The town shall have a goal of maintaining reserves of 9-12% but no less than 7.5% of its total annual expenditures in free cash or other reserve accounts or stabilization funds not limited to specific purposes. The goal of these reserve accounts is to permit the town to maintain its level of services during an economic downturn without seeking to burden taxpayers with a tax increase during times of economic distress.

These reserves may be drawn below the minimum level when non-property tax revenue is reduced by more than 10% year over year. But in no event shall the reserve accounts (including free cash) be permitted to fall below 2.5% of the Town's total annual expenditures .

The Town shall maintain a free cash balance in the proposed budget for the upcoming fiscal year equal to at least 2.5% of its total annual ~~expenditures~~budget approved at ~~the most recent~~ Town Meeting for the current fiscal year.

#### IV. OPEB

The Town shall continue to appropriate funds annually to the OPEB trust fund in an amount no less than \$425,000 in the fiscal year after this policy is adopted, with the goal of increasing that contribution 10% annually thereafter. This target is subject to revisions based on changes to applicable accounting guidance and actuarial reports.

#### V. Proceeds from the Sale of Town Land

To the extent permitted by law, the proceeds of any sales of town land or other assets shall be deposited in a reserve, stabilization, trust, or other fund designated to fund (or reserve against) the town's long-term liabilities, or to retire existing debt, or otherwise to reduce long-term, nonrecurring liabilities.

Adopted:

Board of Selectmen

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Date:

School Committee:

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Date:

NAI-1503546383v2

Informational



**Stephen F. Dockray**  
Superintendent-Director

**Michael J. Procaccini**  
Principal

**John M. Roy**  
School Business Administrator



## TRI • COUNTY

REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

147 POND STREET • FRANKLIN • MASSACHUSETTS 02038

Administration Fax No. 508-528-6074 • Business Office Fax No. 508-528-3698

Web Site: [www.tri-county.tc](http://www.tri-county.tc)

DIAL DIRECT FROM:  
508-528-5400  
Franklin, Norfolk, Medfield,  
Millis, Medway, Walpole,  
Wrentham  
508-376-2295  
Millis, Medfield,  
Medway, Sherborn  
508-226-2830  
North Attleboro, Plainville,  
Seekonk

April 5, 2018

Ms. Georgia Colivas, Treasurer  
Town of Medfield  
459 Main Street  
Medfield, MA 02052

Dear Ms. Colivas,

The Tri-County Regional Vocational Technical School District at its regular meeting held on April 4, 2018 adopted an operating budget of \$18,383,107 and capital budget of \$300,000 and member assessments of \$11,966,420 for its fiscal year commencing on July 1, 2018. The District voted to apply \$200,000 from its Certified Excess and Deficiency (E & D) to its 2018-2019 operating and capital budget. Enclosed, please find the following information pertaining to the Tri-County Regional Vocational Technical School District Operating and Capital Budget for Fiscal Year 2018-2019.

1. Certified Copy of Assessments
2. Budget Summary

Please keep in mind that the attached budget summary and assessment sheet are based on the Governor's Budget and is subject to change. Once the State's Fiscal Year 2018-2019 budget is passed by the legislature and signed by the Governor, we will send you a revised budget summary and your final assessment, if there are any changes to the enclosed information.

The assessments are due and payable in twelve monthly installments on or before the first day of each month.

Payments should be made payable to Tri-County RVTHS and forwarded to the School District's Business Office.

If you have any questions concerning this matter, please contact the Business Office.

Very truly yours,

A handwritten signature in dark ink, appearing to read "Frederick Steeves", with a long, sweeping horizontal line extending to the right.

Frederick Steeves  
Tri-County Regional Vocational  
Technical School District

Cc: Michael J. Sullivan, Town Administrator  
Warrant Committee Chairman

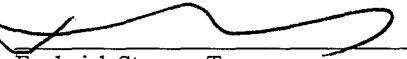
# TRI-COUNTY REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

## 2018-2019 PRELIMINARY ASSESSMENTS

(Based on the Governor's Budget)

	Required Minimum Contribution	Amount Above Net Minimum	Transportation Assessment	Capital & Debt Service	Preliminary Assessment 2018-2019	Final Assessment 2017-2018	Difference	%	E & D Budgeted
Franklin	2,069,789	88,753	88,867	49,046	2,296,455	2,372,338	(75,883)	-3.2%	39,446
Medfield	166,577	5,757	5,764	3,181	181,279	160,239	21,040	13.1%	2,559
Medway	699,548	28,785	28,822	15,907	773,062	753,294	19,768	2.6%	12,793
Millis	558,012	22,548	22,577	12,460	615,597	445,424	170,173	38.2%	10,021
Norfolk	417,316	14,392	14,411	7,953	454,072	466,706	(12,634)	-2.7%	6,397
No.Attleboro	3,491,798	161,675	161,883	89,343	3,904,699	3,867,017	37,682	1.0%	71,854
Plainville	1,076,350	43,177	43,233	23,860	1,186,620	1,150,400	36,220	3.1%	19,190
Seekonk	932,398	36,460	36,507	20,149	1,025,514	1,117,204	(91,690)	-8.2%	16,205
Sherborn	-	-	-	1,326	1,326	1,291	35	2.7%	-
Walpole	626,138	21,588	21,616	11,930	681,272	701,409	(20,137)	-2.9%	9,595
Wrentham	777,913	26,865	26,901	14,845	846,524	683,512	163,012	23.8%	11,940
<b>Total</b>	<b>10,815,839</b>	<b>450,000</b>	<b>450,581</b>	<b>250,000</b>	<b>11,966,420</b>	<b>11,718,834</b>	<b>247,586</b>	<b>2.1%</b>	<b>200,000</b>

I certify that the above is a true copy of the Budget Distribution to the Member Towns of the Tri-County Regional Vocational Technical School District for the Fiscal Year beginning July 1, 2018 said Operating and Capital Budget having been adopted by the Tri-County Regional Vocational Technical School District School Committee at its regular meeting held on April 4, 2018.

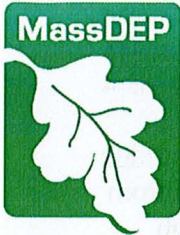
  
Frederick Steeves, Treasurer  
Tri-County Regional Vocational Technical School District

4/5/18  
Date



**TRI-COUNTY REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT**  
**BUDGET SUMMARY**  
**(Based on Governor's Budget Proposal)**

		<u>Operating &amp; Capital Budgets for Assessments</u>
<b>REVENUES</b>		
<b>ASSESSMENTS</b>		
Minimum Local Contribution	10,815,839	
Chapter 70 Aid	<u>5,678,028</u>	
Net School Spending Requirement		16,493,867
Amount Above Minimum Local Contribution		450,000
Other Required Assessments		
Net Transportation	<u>450,581</u>	450,581
Capital Assessment		250,000
STATE TRANSPORTATION AID		679,159
EXCESS AND DEFICIENCY (E&D)		200,000
<b>NON-RESIDENT TUITIONS</b>		
<b>LOCAL REVENUES</b>		
Medicaid	50,000	
Parking Fees	15,000	
E Rate Reimbursement	34,500	
Interest	<u>60,000</u>	<u>159,500</u>
<b>TOTAL REVENUES</b>		<u><u>18,683,107</u></u>
<b>EXPENDITURES</b>		
OPERATING EXPENDITURES		18,383,107
CAPITAL EXPENDITURES		<u>300,000</u>
<b>TOTAL EXPENDITURES</b>		<u><u>18,683,107</u></u>
<b>SURPLUS (SHORTFALL)</b>		<u><u>-</u></u>



Commonwealth of Massachusetts  
Executive Office of Energy & Environmental Affairs

## Department of Environmental Protection

Central Regional Office • 8 New Bond Street, Worcester MA 01606 • 508-792-7650

Charles D. Baker  
Governor

Karyn E. Polito  
Lieutenant Governor

RECEIVED

APR 08 2018

Matthew A. Beaton  
Secretary

Martin Suuberg  
Commissioner

MEDFIELD SELECTMEN

April 02, 2018

Town of Medfield  
Attn: Michael Sullivan, Town Administrator  
459 Main Street  
Medfield, MA 02052

Re PWS Town: Medfield  
PWS Name: Medfield Water Department  
PWS ID #: 2175000; R.O.#: 165272  
Program: System Modification WS21D  
Action: **Approved**  
MassDEP Trans. #: X277946

Dear Mr. Sullivan:

The Central Regional Office of the Massachusetts Department of Environmental Protection (MassDEP) Drinking Water Program (DWP) received your permit application WS21D for a pilot study of two different Filtration Media for the removal of iron and manganese from Well No. 3 off Elm Street in Medfield, Massachusetts. The permit application was prepared and filed by Environmental Partners Group, Inc. (EPG) on behalf of the Medfield Department of Public Works (MDPW). The submittal included:

WS21D MassDEP Transmittal # X277946

Dated: March 2017; Received by MassDEP: March 14, 2018

Consultant: Environmental Partners Group, Inc., 18 Commerce Way, Suite 2000, Woburn, MA 01801

The submitted report included the following: background information and a description of the proposed pilot runs that will be conducted by Blueleaf, Inc., for Iron and Manganese removal at Well 03G off Elm Street in Medfield, Massachusetts.

### Project Background/Description

The Medfield Water Department (MWD) owns and operates the Community (COM) public water system serving the residents of Medfield with potable drinking water. The MWD system contains 5 Groundwater Supply Wells (01G, 02G, 03G, 04G and 06G), three Water Treatment Plants (WTP) and two water storage tanks.

This information is available in alternate format. Contact Michelle Waters-Ekanem, Director of Diversity/Civil Rights at 617-292-5751.

TTY# MassRelay Service 1-800-439-2370

MassDEP Website: [www.mass.gov/dep](http://www.mass.gov/dep)

Printed on Recycled Paper



Well 03G and 04 G, located off Elm Street, are treated with chemical addition of Sodium Hydroxide for pH control and Sodium Hypochlorite for disinfection. The water quality samples collected from Wells 03G and 04G indicate elevated and increasing levels of iron and manganese. Due to high levels of Iron (Fe) and Manganese (Mn), Well 04G was taken offline in the 1990s and only Well 03G has been in operation. Well 03G has been losing its pumping capacity due to a collapsed screen, and can only pump up to 375 gpm, down from the initial pumping rate of 833 gpm. In addition, the iron and manganese levels in Well 03G are increasing, and the MWD plans to install a replacement well and install treatment for iron and manganese.

A previous pilot study evaluating the use of Greensand Plus media was conducted by Blueleaf, Inc. during June 22-26, 2015. MassDEP approved the Pilot Study Report (WS22D, Transmittal # X268160) on November 19, 2015. The WS22D Pilot Study Report demonstrated that Greensand Plus media (18 inches Anthracite and 18 inches Greensand Plus) operated at a loading rate of 4 gpm/sf and peak loading rate of 7 gpm/sf at Well 03G was able to remove the iron and manganese to concentrations below the Secondary Maximum Contaminant Limits (SMCLs) of 0.3 mg/l and 0.05 mg/l respectively. Since Well 04G was not evaluated during the pilot study, and since previous Fe and Mn concentrations at Well 04G were significantly higher, MassDEP recommended the WTP design include lower loading rates than the approved 4 gpm/sf and peak loading rates of 7 gpm/sf to account for the historical higher Fe and Mn concentrations in Well 04G. In addition, MassDEP required MPA testing on Well 04G to determine if it was groundwater under the direct influence (GWUDI) of surface water.

### Pilot Study Proposal

The proposed pilot study will be conducted at the end of April 2018, and will evaluate if higher loading rates can be achieved and if a second adsorptive filtration media, LayneOx, is more effective at removing iron and manganese. The water has elevated manganese and low iron, so the pilot study will also evaluate the best oxidant; sodium hypochlorite, potassium permanganate or a combination of the two. The pilot study will determine the required chemical dosages of sodium hypochlorite and/or potassium permanganate for oxidation of iron and manganese, and the optimum dose of sodium hydroxide (NaOH) for pH control, as well as, optimum loading rates, run times and backwash frequencies and characteristics.

Blueleaf, Inc., will provide the pilot study trailer and equipment and conduct the pilot studies. MWD operators and EPG staff will also be on-site during the evaluation. Laboratory and field analysis parameters and frequencies are outlined in Table 5 of the WS21D Pilot Study submittal. The Table 5 only included sampling the residuals for TSS and IOCs. **During each run, the backwash water shall also be analyzed for pH, alkalinity, TSS, settling rate, chlorine residual, and total and dissolved iron and manganese.**

Pilot study runs will be conducted to evaluate loading rates of 6 and 9 gpm/sf with a final run conducted at 12 gpm/sf. In addition to the proposed rates, **MassDEP will require another round of pilot studies be conducted at loading rates of 4 and 6 gpm/sf to verify and compare the results to the past pilot study.** Pilot runs shall be conducted until headloss pressure reaches 10 psi or breakthrough occurs. Breakthrough is considered when the filtered

water exceeds the Secondary Maximum Contaminant Levels (SMCLs) for iron (0.3 mg/l) and manganese (0.05 mg/l). Optimum runs will last at least 24 hours before a backwash is required.

There was no mention about future design and recycling decanted backwash water through the filtration units. If the proposed treatment design will include recycling decanted backwash water through the filters, then please be advised that MWD shall also conduct pilot runs that will include recycling decanted backwash water through the filters.

### Permit Review and Approval

MassDEP reviewed the permit application and supporting documentation, and hereby issues the permit/approval. This Permit does not convey property rights of any sort or any exclusive privilege. Pursuant to MassDEP's authority under 310 CMR 22.04(7) to require that each supplier of water operate and maintain its system in a manner that ensures the delivery of safe drinking water to consumers, this permit is made subject to the conditions set forth below.

### General Permit Conditions

1. Compliance with Permit Approvals - The Applicant shall conduct activities in accordance with the approved plans, reports, and other submissions, except as may be modified by the conditions set forth in General Permit Conditions section and Specific Permit Conditions section. No material changes in the design or activities described in the approved documents shall be performed without prior written MassDEP approval.
2. Compliance with Other Approvals - The activities at this Public Water System shall be performed in compliance with all other applicable local, state and federal laws and regulations. This approval does not relieve the owner or operator of this Public Water System from complying with all other applicable local, state and federal requirements, licenses and permits.
3. Duty to Mitigate - The Applicant shall remedy and shall act to prevent all potential and actual adverse impacts to public health or the environment resulting from noncompliance with the terms or conditions of the permit or approval.
4. Duty to Provide Information - The Applicant shall furnish to MassDEP, within a reasonable time, any information MassDEP may request, and which is deemed by MassDEP to be relevant in determining compliance with permits, regulations, guidelines and policies.

### Specific Permit Conditions

1. Pilot Study Report - Pilot Study Report (WS 22D) permit application shall be submitted to MassDEP for review and approval. The pilot study report shall summarize the results of the pilot study including pH, hydraulic loading rates and backwash volumes.
2. Loading Rates - The pilot study is proposing to evaluate loading rates of 6 and 9 gpm/sf with a final loading rate of 12 gpm/sf. MassDEP will also require at least one pilot run be



conducted with loading rates of 4 and 6 gpm/sf to verify and compare the results from the last pilot study.

3. Backwash Water Evaluation – The pilot study proposal did not include any evaluation of the backwash water except for laboratory testing of the solids for TSS and IOCs. MassDEP will also require each pilot study run include testing of the backwash water for pH, alkalinity, TSS, settling rate, chlorine residual, and total and dissolved iron and manganese.
4. If the future treatment plant design will include recycling decanted backwash water through the filters, then MWD shall also conduct pilot runs that will include recycling decanted backwash water through the filters.
5. Inspection – Please contact Margo Webber of this office at least one week prior to the anticipated start up of the pilot study so that an inspection can be conducted during the pilot study.

Thank you, and if you should have any questions or comments regarding this matter, please feel free to contact Margo Webber of the Drinking Water Program at 508-767-2738 or Margaret.Webber@state.ma.us.

Sincerely,



Robert A. Bostwick  
Section Chief *for*  
Drinking Water Program

Cc: Drinking Water Program, BWR, MassDEP-Boston  
Maurice Goulet, Medfield DPW, 55 North Meadows Road, Medfield, MA 02052  
Eric Kelley, Environmental Partners Group, 18 Commerce Way, Suite 2000, Woburn, MA 01801  
Medfield Board of Health, 459 Main Street, Medfield, MA 02052  
Blueleaf, Inc., 57 Dresser Hill Rd, Charlton, MA 01507