

Board of Water Commissioners Meeting Minutes
Acton Water District
Thursday, August 11, 2022 @ 2:00 PM
693 Massachusetts Avenue, Acton MA 01720

AGENDA

- Interview with Treasurer/Collector candidate
- Authorize District Manager to be the District's authorizing officer for applications to MA DEP

Present at Today's Meeting:

Commissioners: Erika Amir-Lin, Stephen Stuntz, Barry Rosen

District Manager: Chris Allen

Environmental Manager: Matthew Mostoller

District Treasurer: Mary Jo Bates

Finance Committee: Bill Guthlein

Christine M. McCarthy

The meeting was called to order at 2:00 PM on Thursday, August 11, 2022, by Mr. Stuntz.

Interview with Treasurer/Collector candidate

Mr. Stuntz asked Christine McCarthy to introduce herself to the Board. Ms. McCarthy spoke of her prior Treasurer/Office Manager experience with the N. Chelmsford Water District (NCWD), where she worked from 2007 to 2017. She was a Certified Municipal Treasurer from 2011 – 2020, but the certification is currently expired. She will be able to renew it with 2 years of classes and expects to take the test in the summer of 2024. She is familiar with all aspects of the job and would be excited to work at the Acton Water District. She had gained payroll and human resource experience since she left NCWD. This makes her a more well-rounded candidate. She prefers the smaller environment of a District to her current role at an educational collaborative. She also has her MBA. She believes she exceeds the requirements for the job.

The Board members asked questions about her management style, conflict resolution and ability to present bad news to the Board when necessary. She is willing and eager to learn and not afraid to present bad news. She has an open-door policy and is supportive but does not micromanage. She enjoys multi-tasking and is willing to obtain her MCPPO certification, if needed.

The Board thanked her for coming in and expects to make a decision at the meeting on Monday, August 15, 2022.

Authorize District Manager to be the District's authorizing officer for applications to MA DEP

Mr. Allen informed the Board that the District is applying for funds through the MA DEP/Clean Water Trust SRF program and that the Board needs to authorize a representative to certify those applications on behalf of the District. Mr. Rosen made a motion to appoint the District Manager, Chris Allen, or the Assistant District Manager, Matthew Mostoller, as the authorizing offices for MA DEP applications. Mr. Stuntz seconded the ~~motion~~motion, and it was unanimously approved.

Mr. Rosen moved to adjourn the meeting at 2:50 PM. Mr. Stuntz seconded the motion, and it was unanimously approved by a roll call vote.

Mr. Stuntz, aye, Mr. Rosen, aye, Ms. Amir Lin, aye