1. Review minutes from January 8th, 2020 Commission Meeting.

2. **Public Forum:** None

3. **Water Division**
   - Drinking Water Supply Protection Grant - update
   - Meter Upgrade Project
   - MA DEP ACO and Sanitary Survey Items
   - Hydro-turbine Project at the Narrows Rd. PRV Station – Transfer funds from retained earnings
   - FY2021 Draft Budget

4. **Wastewater Division**
   - **Fitchburg/Westminster Wastewater Inter-municipal Agreement:**
     - Current IMA was entered into agreement on March 13, 1995.
     - Current IMA term is a period of 25 years, ending March 13, 2020.
     - City is working on evaluations of system (sewer system, “Capacity Assessment”) and future sewer needs projection (“Comprehensive Wastewater Management Plan”, or CWMP), as prerequisite to negotiating a long-term amendment to the Inter-municipal Agreement.
     - On Jan. 9, 2020, an order (Order No. 005-20) was presented to City Council, to authorize a short-term amendment to the Inter-municipal Agreement, extending the term by 2-years (ending March 13, 2022) to allow for the completion of the CWMP.
On Jan. 9, 2020, Council referred the order to:

- City Council’s City Property Committee; and
- Wastewater Division.

Feb. 12, 2020:

- Wastewater requests that W/WW Commission vote approval and recommendation to City Council and Council City Property Committee, recommending to authorize the City to amend the Fitchburg/Westminster IMA to extend the IMA end date to March 13, 2022.

- **Wastewater FY-21 Annual Budget, Highlights Presentation.**

- **Construction Projects (Updates):**
  - SSU Project
    - Completion: 100% to “Substantial Completion”, & 97% to “Final Completion”; and Price: 99.2% of Contract Price (thru end of January 2020).
    - Work completed over previous two months included: (See Attachment).
    - Planned work over next month includes: (See Attachment).
  - Next Combined Sewer Separation Project (“CSO 039, 048 and Clarendon Street Project”) (Weston & Sampson): Update.
  - Combination Manhole Separation Project (Weston & Sampson): Update.
  - Siphon Cleaning Design & Bid, and Inspection Services Project (Weston & Sampson): Update.

- **Miscellaneous Updates:**
  - Gave two (2) presentations at the NEWEA Annual Conference, in Boston, featuring the East Plant.
    - First presentation was a “Virtual Tour” of the East Plant, and was co-presented with DPW Civil Engineer, Nick Erickson.
    - Second presentation was on the “Multi-Phase Improvements to Address Peak Wet-Weather Flows and Nutrient Limits” at the East Plant, and was co-presented with Wright-Pierce’s Jeff Pinnette.

  - Volunteered time with Boys & Girls Club of Fitchburg and Leominster, during their 2019-2020 “Future City Competition” (6th – 8th grade age students). The competition year’s challenge was: “Clean Water: Tap into Tomorrow”….asking
participants to identify a threat to their future city’s water supply, and design a resilient system to ensure a reliable supply of clean drinking water. The Club team won 3 awards at the competition:

- Brilliant Use of Natural Resources;
- Citizen Engagement Award; and
- Best Model.

5. Other Business

- The Water/Wastewater Commission will next meet at 5:00 pm on Wednesday March 11, 2020 at the J.A. Provencial Building, 1200 Rindge Rd. Fitchburg, MA 01420.

- Adjourn