



**MWRA Advisory Board Summary
of the
MWRA Board of Director's Meeting
Wednesday, June 4, 2008**

A meeting of the Board of Directors of the Massachusetts Water Resources Authority was held on June 4, 2008 at the Charlestown Navy Yard. **Present:** Chair Ian Bowles, Joel Barrera and Michael Gove, Gubernatorial Appointees; John Carroll, Andrew Pappastergion and Joseph Foti, Advisory Board Representatives; Vincent Mannering, Kevin Cotter and James Hunt III, City of Boston Representatives; Joseph MacRitchie, City of Quincy Representative. **Absent:** Marie Turner, Town of Winthrop Representative.

Prior to the Board of Director's meeting, a budget hearing on the Draft FY09 Capital Improvement Plan and the Current Expense Budget was held. The morning committee meetings were consolidated into the full Board meeting in the afternoon.

REPORT OF THE CHAIR

Ian Bowles, Chairman of the MWRA Board of Directors, congratulated MWRA Executive Director Fred Laskey and Chief Financial Officer Rachel Madden on the successful debt restructuring that the Authority undertook. He also reported that he and Governor Patrick were at the Quabbin Reservoir earlier this week banding eagles. This was the Governor's first trip to the Quabbin and the event went very well.

REPORT OF THE EXECUTIVE DIRECTOR

MWRA Executive Director Fred Laskey reported that MWRA was honored with a "Pro Patria" Award from the Employer Support for the Guard & Reserve. He noted that the State Auditor issued a report on the pellet plant. In the report, it was noted that the plant was running well and there was room for more efforts to distribute free pellets to cities and towns. Mr. Laskey noted that the Authority used to offer free delivery of pellets but eliminated that service as a cost-cutting measure.

Mr. Laskey noted that a Wind Turbine public meeting was held in Winthrop on May 21st. He reported that tunnel mining in South Boston was going well (6,400 feet have already been drilled). He noted precautions were being taken on the beach to prevent sink holes.

Mr. Laskey recognized Joseph Favaloro, Executive Director of the MWRA Advisory Board, who is celebrating his 20th anniversary as Executive Director this week.

A&F COMMITTEE
APPROVALS

BOND DEFEASANCE OF FUTURE DEBT SERVICE

The Board voted to authorize the Executive Director or his designees, on behalf of the Authority, to use up to \$8 million (dependent upon the final amount of the FY08 surplus) from the Bond Redemption Reserve Fund to complete the FY08 Defeasance approved at the February 13, 2008 Board of Directors' meeting.

As part of MWRA's multi-year rates management strategy, staff have reviewed the debt coming due between 2009 and 2012 to select candidates for defeasance. Staff are seeking to modify the FY08 Defeasance to reflect the use of Bond Redemption funds to achieve the same debt service savings previously approved by the Board in February. In order to fully fund the approved defeasance, staff anticipate using approximately \$9

million from the FY08 surplus; \$3.1 million in 2002 Series C optional redemption funds; and \$6 million from the Bond Redemption Reserve Fund.

The defeasance of these bonds will decrease the FY09 through FY12 debt service requirement. The savings are approximately \$5.3 million in FY09, \$4.8 million in FY10 and FY11, and \$4.0 million in FY12.

MWRA FY09 INSURANCE PROGRAM RENEWAL

The Board voted to authorize the Executive Director, on behalf of the Authority, to award to the lowest eligible and responsive bidders, insurance policies, bonds and contracts for services under MWRA's FY09 Insurance Program, for the period beginning July 1, 2008 through June 30, 2009, for the premiums and fees described below for a total program amount not to exceed \$1,734,054:

1. Workers' Compensation Excess Policy with N.Y. Marine, with a \$25 million limit and a \$500,000 self-insured retention, for a premium of \$99,879;
2. Property Policy (including Boiler & Machinery) with FM Global Insurance Co., with various limits of coverage with a \$2.5 million self-insured retention, for a premium of \$639,317;
3. General Liability Policy (including Automobile Liability, Protection & Indemnity, Wharfingers, Pollution Liability and Employment Practice) with Aegis Insurance Co., with a \$35 million limit with a \$2.5 million self-insured retention, for a premium of \$511,500;
4. Excess/Umbrella Liability Policy with Energy Insurance Mutual providing a \$65 million layer of excess coverage on top of primary coverages for a premium of \$304,200;
5. Public Official's Liability Policy with Aegis Insurance Co. with a \$5 million limit with a \$1 million deductible for a premium of \$80,165;
6. Fiduciary Liability Policy with Chubb Insurance Co. with a \$5 million limit with \$1 million deductible for a premium of \$7,125;
7. Public Official's/Crime Bond with The Hartford Insurance Co., through William Gallagher Associates, with a limit of \$1 million with a \$25,000 deductible for a premium (including commission) of \$7,368;
8. Broker contracts with AON Risk Services, Inc. of Massachusetts for an amount of \$73,000; Hilb Rogal & Hobbs for an amount of \$10,000; and Wells Fargo Insurance Services for an amount of \$1,500.

MWRA's Insurance Program has been renewed on an annual basis for the past five years. Annual renewals are required due to the insurance industry's reluctance to provide firm pricing for more than a one-year period. This year's program renewal was procured via a competitive bid process resulting in the recommended program, which is \$21,170 (or about 1.2%) less than FY08 program premiums.

WASTEWATER POLICY & OVERSIGHT COMMITTEE

APPROVALS

CONTRACT FOR WASTEWATER ADVISORY COMMITTEE

The Board voted to authorize the Executive Director, on behalf of the Authority, to execute a contract with the Wastewater Advisory Committee for a one-year period from July 1, 2008 to June 30, 2009 in the amount of \$57,100.

The Wastewater Advisory Committee (WAC) was created in 1990 to offer independent recommendations on wastewater programs and policies. WAC's members include citizen advocates and representatives from the MWRA Advisory Board, MAPC, watershed associations, the engineering and business communities, and science and education fields. WAC's monthly meetings are geared toward engendering discussion and facilitating timely recommendations to MWRA staff and the Board of Directors on wastewater policies, projects and program initiatives directly related to MWRA and public concerns. WAC elects its chairman and employs an Executive Director.

MEMORANDUM OF UNDERSTANDING AND FINANCIAL ASSISTANCE AGREEMENT BETWEEN MWRA AND BWSC FOR IMPLEMENTATION OF CSO CONTROL PROJECTS, AMENDMENT 9

The Board voted to authorize the Executive Director, on behalf of the Authority, to execute Amendment 9 to the *Memorandum of Understanding and Financial Assistance Agreement Between MWRA and BWSC for the Implementation of CSO Control Projects*, to revise the scope of the project work eligible for MWRA funding with no change to the total award amount or the terms of the agreements.

There are seven active combined sewer overflow (CSO) outfalls to the Fort Point Channel, all owned by and permitted to BWSC. The total award amount in the BWSC Financial Assistance Agreement for this project is \$62,318,000, and MWRA has transferred or approved for transfer a total of \$55,708,490 to the BWSC CSO account for this project. Staff proposes to add the relocation of a BWSC CSO regulator and a 25-acre area of sewer separation in the immediate tributary area of the regulator to the long term CSO control plan. Amendment 9 will add implementation (design, construction and construction services) of this additional work to the BWSC Memorandum of Understanding and Financial Assistance Agreement with a cap for MWRA funding of \$2,030,000, which is the current estimated cost. The amount will be transferred from funds for South Dorchester Bay sewer separation work resulting in no change to the total award amount for the term of agreements.

CONTRACT AWARDS

COTTAGE FARM BROOKLINE CONNECTION AND INFLOW CONTROLS: D&C CONSTRUCTION COMPANY, INC., CONTRACT 7080

The Board voted to approve the award of Contract No. 7080, Cottage Farm Brookline Connection and Inflow Controls, to the lowest eligible and responsible bidder, D&C Construction Company, Inc., and to authorize the Executive Director, on behalf of the Authority, to execute and deliver said contract in the bid amount of \$1,976,000 for a term of 1,217 calendar days from the Notice to Proceed.

The goal of Contract 7080, together with other associated CSO projects, is to reduce the number of activations at the Cottage Farm CSO Facility from a typical year average of six, with a total volume of 28.8 million gallons, to two, with a volume of 6.3 million gallons. Contract 7080 was advertised and competitively bid; seven bids were received. D&C Construction Company, Inc.'s bid is \$5,999, or .3%, less than the next lowest bidder and 19.7% less than the Engineer's Estimate. The FY08 CIP includes a budget of \$3,000,000 for Contract 7080.

REPLACEMENT OF TWO GRIT AIR HANDLER UNITS – DEER ISLAND TREATMENT PLANT: METHUEN CONSTRUCTION CO., INC., CONTRACT 6881

The Board voted to approve the award of Contract 6881, Replacement of Two Grit Air Handler Units – Deer Island Treatment Plant, to the lowest eligible and responsible bidder, Methuen Construction Co., Inc., and to authorize the Executive Director, on behalf of the Authority, to execute and deliver said contract in the bid amount of \$2,096,727 for a term of 395 calendar days from the Notice to Proceed.

The two air handler units for the Deer Island Treatment Plant's Grit Facility were installed under the Boston Harbor project in June 1994. These two large roof top units supply a total of 106,000 cubic feet per minute of fresh air to the Grit Facility to help disperse the levels of hydrogen sulfide and methane that are typically present as part of the wastewater treatment process. Because of the harsh environment in which they operate, both units have deteriorated beyond repair and must be replaced.

Contract 6881 was advertised and bid; two bids were received. The lowest bidder Methuen Construction's bid price is within 3.7% of the Engineer's Estimate and both bids are within 10% of each other. The FY08 CIP includes a budget of \$1,014,000 for Contract 6881. The contract award is \$2,096,727 or \$1,082,727 over budget. The Proposed FY09 CIP includes a budget of \$1,830,000.

**COMBUSTION TURBINE GENERATOR MAINTENANCE, DEER ISLAND TREATMENT PLANT:
O'CONNOR CONSTRUCTORS, INC., CONTRACT S462**

The Board voted to approve the award of Contract No. S462, Combustion Turbine Generator Maintenance – Deer Island Treatment Plant, to the lowest eligible and responsive bidder, O'Connor Constructors, Inc., and to authorize the Executive Director, on behalf of the Authority, to execute and deliver said contract in the bid amount of \$654,775 for a term of 1,096 calendar days from the Notice to Proceed.

Contract S462 will provide preventative maintenance and emergency / non-emergency repair services for two 26-megawatt combustion turbine generators (CTGs), located in the On Site/ Thermal Power Plant. These CTGs, which are essentially jet engines, were installed as part of the Boston Harbor Project and turned over to MWRA in 1995. Preventative maintenance and repair of the CTGs are essential to ensuring the continued reliability and optimum performance of this critical equipment. This is the fifth consecutive maintenance and repair contract for the CTGs and is consistent with MWRA's long-term staffing plans.

Contract S462 was advertised and bid and two bids were received. O'Connor Constructors' bid was the lowest bid and was 2.6% lower than the Engineer's Estimate. O'Connor Constructors has good references and has successfully completed other maintenance service contracts at Deer Island.

Funding for the first year of this contract is included in the FY09 Current Expense Budget. Appropriate funding will be included in subsequent Proposed CEB requests.

**ENVIRONMENTAL COMPLIANCE ASSISTANCE FOR THE DEER ISLAND TREATMENT PLANT AND THE
BIOSOLIDS PROCESSING FACILITY: TRC ENVIRONMENTAL CORPORATION, CONTRACT S460**

The Board voted to approve the recommendation of the Consultant Selection Committee to select TRC Environmental Corporation to provide environmental compliance assistance at the Deer Island Treatment Plant and the Biosolids Processing Facility, and to authorize the Executive Director, on behalf of the Authority, to execute a contract with TRC Environmental Corporation in an amount not to exceed \$285,937 for a term of 39 months from the Notice to Proceed.

Contract S460 will provide MWRA with air emissions testing services and assistance with air permit implementation for the Deer Island Treatment Plant and the Biosolids Processing Facility at the Fore River Staging Area in Quincy, as well as support for the Deer Island Integrated Contingency Plan and preparation of a new Facility Response Plan for sodium hypochlorite in accordance with U.S. Coast Guard regulations. Periodic testing of air emissions sources at Deer Island and at the Pelletizing Plant is conducted in accordance with EPA and DEP requirements.

Two proposals were received and TRC Environmental Corporation's cost proposal is 16.4% lower than the Engineer's Estimate. The Selection Committee agreed that both firms were qualified to perform the work and based on the selection process, TRC Environmental Corporation was recommended for Board approval.

Sufficient funding for the first year of this contract is included in the FY09 Current Expense Budget. Appropriate funding will be included in subsequent Proposed CEB requests for the remaining term of the contract.

WATER POLICY & OVERSIGHT COMMITTEE
INFORMATION

UPDATE ON LEAD AND COPPER RULE COMPLIANCE

MWRA system-wide lead levels in the March 2008 sampling round were below the Action Level again for the ninth consecutive sampling round and 12 of the past 14. Lead levels were at their lowest ever and, for the first time, no community was individually above the Action Level. MWRA also continues to meet the copper standard.

Twice a year, under EPA rules, MWRA must collect and test tap water in a sample of homes that are likely to have high lead levels. The EPA rule requires that 90% of the sampled homes must have lead levels below

the Action Level of 15 parts per billion (ppb). The 90th percentile value for the system as a whole in the March 2008 sampling round is 7.1 parts per billion. Results in this round are lower than in previous sampling rounds and no community had an individual 90th percentile level above the Action Level. These results will be formally transmitted to DEP and to the communities later this month.

2007 ANNUAL WATER QUALITY REPORT (CONSUMER CONFIDENCE REPORT)

The 2007 Annual Water Quality Report will be mailed to every household in MWRA's service area between June 9 and July 27, 2008 to meet EPA's Consumer Confidence Report (CCR) Rule deadline of July 1. The CCR program has been an important national initiative that has promoted better information and education for consumers about their publicly supplied drinking water. The CCR has been the centerpiece of MWRA's drinking water communication program since 1999. This year, the CCR highlights the benefits of tap water in comparison to bottled water. Some of the benefits listed include: well-protected watersheds, extensive testing, environmental friendliness, and the cost benefit of buying tap water. Mailing of the CCR will begin in June; certification of the CCR to DEP is due by July 1, 2008.

CONTRACT AWARDS

COMMUNITY LEAK DETECTION TASK ORDER SERVICES: HEATH CONSULTANTS, INC., CONTRACT W228

The Board voted to approve the recommendation of the Consultant Selection Committee to select Heath Consultants, Inc. to provide task order technical services in leak detection for MWRA member communities and to authorize the Executive Director, on behalf of the Authority, to execute Contract W228 with Heath Consultants, Inc. in an amount not to exceed \$560,550 for a term of three years from July 1, 2008 through June 30, 2011.

On July 1, 1991, leak detection regulations were promulgated by MWRA, requiring that each MWRA user community conduct a leak detection and repair program covering its entire water distribution system not less than once every two years. To perform this work, communities may use their in-house staff, procure their own contractor, or use MWRA's task order services contract. Each community opting to use MWRA's task order contract must execute an agreement to repay to MWRA the cost of the survey in the following fiscal year. The present contract with Heath Consultants expires on June 30, 2008. The award of a succeeding contract will allow MWRA to continue to make available to its user communities an experienced leak detection firm at a competitive cost per mile.

Proposals were received from two firms. The Selection Committee evaluated, scored and ranked the two proposals. The proposal submitted by Heath Consultants, Inc. received both the highest total points, as well as the first overall ranking. Factors that resulted in Heath Consultants, Inc. being first ranked included: lowest overall cost, excellent experience in performing leak detection, very good references, good reputation with MWRA and its communities on prior projects, a well defined Technical Approach and adequate capacity to perform the work.

Community expenditures for leak detection services are posted to a deferred billing account until reimbursement is received the following fiscal year. This deferred billing account allows MWRA to incur community expenses until reimbursement is received without impact on the Current Expense Budget.

Board Member Joel Barrera asked what the Authority was doing to ensure that communities were utilizing this program. Carl Leone, Senior Planning Manager, indicated that every community is required to do some leak detection; they have options to utilize this contract or obtain their own. Mr. Barrera asked if every community is in compliance. Mr. Leone responded in the affirmative.

PERSONNEL COMMITTEE INFORMATION

ORGANIZATIONAL CHANGES IN THE FIELD OPERATIONS DEPARTMENT AND AT THE DEER ISLAND TREATMENT PLANT

Staff presented information on a series of key organizational changes and associated personnel actions that are being recommended by staff, which are intended to enhance long-term operations and maintenance staffing in the Field Operations Department and at the Deer Island Treatment Plant. The major organizational changes are in the following areas: Equipment and Facility Maintenance; Wastewater Process Control and Support Program; and Deer Island Treatment Plant. There will be budgetary impacts that result from the promotional raises and upward reclassifications of vacant positions. The maximum net budget increase on wages and salaries from these actions is in the range of about \$60,000.

Board Member Vincent Mannering asked how the Grades of positions are the same when different positions have different responsibilities. Michael Hornbrook, MWRA Chief Operating Officer, said sometimes we are restrained by organizational staff and structure. If we upgrade one position, then there will be cause and effect on the surrounding positions.

APPROVALS

JUNE PCR AMENDMENTS

The Board voted to approve amendments to the Position Control Register. The PCR amendments reflect organizational changes aimed at optimizing management assignments and responsibilities and increasing staff accountability.

The recommend organizational changes within the Field Operations Department (FOD) and Deer Island Treatment Plant (DITP) include:

1. Title, location and grade changes for a vacant position in Deer Island as part of a reorganization of maintenance functions at DITP and in FOD;
2. Title changes for 3 positions (2 vacant, 1 filled) as part of a reorganization of maintenance functions in FOD;
3. Title and location changes for 9 positions (2 vacant, 7 filled) as part of a reorganization of maintenance functions in Field Operations
4. Location change for a filled position in Field Operations as part of a reorganization of maintenance functions in Field Operations;
5. Location changes to 8 positions (2 vacant, 6 filled) at DITP in plant engineering to consolidate engineering staff under the direction of the Manager, Engineering Services.

The annualized budget impact of these PCR amendments will theoretically range from a cost of \$19,690 to \$45,212 and will likely be at the higher end of that range.

APPOINTMENT OF DIRECTOR, WASTEWATER OPERATIONS & MAINTENANCE, FIELD OPERATIONS DEPARTMENT

The Board voted to approve the Executive Director's recommendation to appoint Mr. Gerard Gallinaro to the position of Director, Wastewater Operations & Maintenance in the Field Operations Department (Non-Union, Grade 15), at an annual salary of \$122,509 to be effective on the date designated by the Executive Director.

The Director, Wastewater Operations & Maintenance position is responsible for directing the operations and process control for all wastewater operations facilities in the Metropolitan Boston area, as well as the maintenance of all water and wastewater facilities in the Metropolitan Boston area, and the maintenance planning and crew accountability for the Field Operations Department. After a review of the current staffing

structure, management decided to expand the scope of this position to include direct oversight of the Field Operations Department's metropolitan facility maintenance and maintenance planning programs.

Mr. Gallinaro is one of MWRA's most experienced managers with more than 21 years of progressively responsible experience in the wastewater industry.

APPOINTMENT OF MAINTENANCE MANAGER, FIELD OPERATIONS DEPARTMENT

The Board voted to approve the Executive Director's recommendation to appoint Mr. John Colbert to the position of Manager, Maintenance in the Field Operations Department (Non-Union, Grade 14), at an annual salary of \$111,180 to be effective on the date designated by the Executive Director.

The Manager, Maintenance position in the Field Operations Department will be responsible for managing the maintenance planning and trade activities for the 45 water and wastewater facilities in the Metropolitan Boston Area. The position will direct all preventative, corrective and emergency maintenance work order projects and major maintenance contracts for these facilities and will direct the efforts of the Work Coordination Group which is responsible for maintenance planning. This is a new position that is being created by amending the currently vacated Assistant Director, Wastewater Operations position as part of a broader reorganization effort involving Field Operations and Deer Island.

Mr. Colbert has more than 26 years of progressively increasing responsibility and experience in the maintenance, planning, construction, start-up and operation of large industrial facilities. He has worked for MWRA at Deer Island for more than ten years, the last seven of which have been as Assets Manager.

APPOINTMENT OF DEPUTY DIRECTOR MAINTENANCE, DEER ISLAND TREATMENT PLANT

The Board voted to approve the Executive Director's recommendation to appoint Mr. Stephen Cullen to the position of Deputy Director, Maintenance at the Deer Island Treatment Plant (Non-Union, Grade 15) at an annual salary of \$113,708 to be effective on the date designated by the Executive Director.

The Deputy Director, Maintenance position is responsible for all maintenance work at Deer Island, overseeing a budget of more than \$20 million, \$4.5 million of which is for service contracts, and a staff of 139 positions. The position directs the Deer Island Treatment Plant's Facility Asset Management Program, ensuring that all equipment is maintained on a well-planned basis, which minimizes emergency failures and limits critical equipment down time.

Mr. Cullen has more than 19 years of experience working in MWRA's wastewater system. Since 2002, Mr. Cullen has worked in progressively more responsible wastewater operations management positions in the Field Operations Department and currently manages approximately 70 staff and a budget of \$11 million.

APPOINTMENT OF DESIGN MANAGER, WATER ENGINEERING

The Board voted to approve the Executive Director's recommendation to appoint Mr. Michael G. Rivard to the position of Design Manager, Water Engineering in the Operations Division (Unit 9, Grade 29) at an annual salary of \$87,768 effective June 7, 2008.

The position of Design Manager within the Distribution and Storage group of Water Engineering provides oversight and management of engineering and design projects related to the rehabilitation and capital improvement of MWRA's water distribution and storage facilities and infrastructure. Organizationally, the Design Manager Position reports to the Senior Program Manager, Distribution and Storage, Water Engineering.

Mr. Rivard has 24 years of experience in the engineering field, the last 18 years at MWRA. He has successfully managed large water engineering projects, including the East/West Spot Pond Supply Mains and the WASM 3 Connecting Mains rehabilitation projects.

APPOINTMENT OF DESIGN MANAGER, WATER ENGINEERING

The Board voted to approve the Executive Director's recommendation to appoint Mr. Paul T. Rullo to the position of Design Manager, Water Engineering in the Operations Division (Unit 9, Grade 29) at an annual salary of \$87,768 effective June 7, 2008.

The position of Design Manager within the Treatment and Transmission group of the Water Engineering Department provides oversight and management of engineering and design projects related to the rehabilitation and capital improvement of water transmission pipelines, reservoirs, dams and water treatment facilities. Organizationally, the Design Manager Position reports to the Senior Program Manager, Treatment and Transmission, Water Engineering.

Mr. Rullo has 21 years experience in the engineering field, the last 14 years at MWRA. He has successfully managed water engineering projects, including design of the Chestnut Hill Pump Station Supply Main Project, construction administration of a major new supply main to the Gillis Pump Station, and the local water main extension projects to support the MetroWest Tunnel construction.

EXTENSION OF EMPLOYMENT CONTRACT, SENIOR LABORATORY TECHNICIAN, DEPARTMENT OF LABORATORY SERVICES, DEER ISLAND

The Board voted to approve the extension of the employment contract for Ms. Kristen LaChance, Senior Laboratory Technician, Department of Laboratory Services, Deer Island for a period of one year from September 15, 2008 to September 14, 2009 with an increase in hourly rate from \$18 to \$19, for an annual compensation not to exceed \$39,520.

The Central Laboratory at Deer Island has a continuing need for contract staff to assist with both seasonal workload increases and the additional work that results from MWRA's decision to bring in house more of the Harbor and Outfall Monitoring sampling now required by its NPDES permit. Ms. LaChance has been a contract employee at MWRA since 2006 as part of the chemistry team performing routine lab testing and field sampling. Ms. LaChance's duties also include working one weekend a month at the Clinton Treatment Plant. She performs prescribed procedures on water and wastewater samples, including assisting scientists, compiling and preparing data, and operating and performing basic maintenance on laboratory equipment.

Mr. Carroll asked why there is an employment contract for this position. Mr. Hornbrook responded that the contract is pending the new NPDES permit; the Authority is unsure what the new work levels will look like with the new permit.

EXTENSION OF EMPLOYMENT CONTRACT, RECORDS COORDINATOR, TOXIC REDUCTION AND CONTROL UNIT, FIELD OPERATIONS DEPARTMENT

The Board voted to approve the extension of the employment contract for Mr. Lee Maxwell, Records Coordinator in the Toxic Reduction and Control Unit, Field Operations Department for a period of six months from July 8, 2008 to January 2, 2009 at the current hourly rate of \$22.50 for an annual compensation not to exceed \$23,400.

Mr. Maxwell was hired as a contract employee in 2007 to provide records management in the Field Operations Department's Toxic Reduction and Control Unit (TRAC). Mr. Maxwell's responsibilities include the day-to-day records management of TRAC's industry files in compliance with EPA requirements. This position is also responsible for timely retrieval of data requests from EPA, or public records requests.

Mr. Carroll asked how many contract employees the Authority employs. Mr. Donnelly responded that there are 15 contract employees.

Mr. Barrera asked if the Authority has an internship program and how it is advertised. Mr. Hornbrook responded that the Authority has approximately six interns currently. The MWRA works with universities to get interns, although it is a fairly small program.