



Established
1996

SPRINGFIELD WATER AND SEWER COMMISSION

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Minutes of Meeting

June 24, 2026

The Springfield Water and Sewer Commission held a public meeting on June 24, 2026, in accordance with Chapter 2 of the Acts of 2025.

Chairwoman Otero called the meeting to order at 9:06 AM and announced the Commissioners that are participating. Secretary for the Commission Jaimye Bartak called the attendance roll:

Daniel Rodriguez, Present
Vanessa Otero, Present
Matthew Donnellan, Present

Also Present
Anthony Wilson, Commission Counsel
Joshua Schimmel, Executive Director
Domenic Pellegrino, Director of Finance
Theo Theocles, Director of Legal Services
Christopher Geraghty, Comptroller
Darleen Buttrick, Director of Engineering
Steve Frederick, Director of Wastewater Operations
Jennifer Boulais, Director of Human Resources
Ryan Wingerter, Director of Field Services
Darleen Buttrick, Director of Engineering
Christina Jones, Director of Water Operations
Ted Sweeny, Chief Procurement Officer
Jaimye Bartak, Communications Manager/Secretary for the Commission

Participating Remotely
Nicole Sanford, Water Resources Manager
Nicole Boland, Billing and Collections Manager
Frank Zabaneh, Senior Engineer
Kristen Monfette, Safety Manager
Katie Shea, Educational Outreach Manager

Business Matters

1. Approve the minutes of the meeting held on May 20, 2026, without reading, because copies were furnished to each member of the Commission for their review.

UPON MOTION DULY MADE BY COMMISSIONER OTERO AND SECONDED BY COMMISSIONER RODRIGUEZ

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ
COMMISSIONER OTERO:**

to approve the minutes of the meeting held on May 20, 2026 as presented.

New Business

2. Certification for FY2027: Report by Director of Finance.

Director of Finance Domenic Pellegrino reported that he had reviewed the proposed Operating and Capital Projects budgets and the proposed Schedule of Rates, Fees, Charges, and Penalties as set forth in Chapter 5 of the Rules and Regulations for Fiscal Year 2027. Barring any significant amendment to these proposals, or any unanticipated events, Mr. Pellegrino reported there should be sufficient funds to satisfy the requirements of subsections 603(1) and 603(2) of the General Bond Resolution of the Commission.

3. Consideration of Proposed Revisions to the FY27 Commission Rules and Regulations Chapters 1-4: Report by Director of Finance.

Mr. Pellegrino reported on the proposed FY27 Rules and Regulations, which were presented at the June 18 public hearing.

UPON MOTION DULY MADE BY COMMISSIONER DONNELLAN AND SECONDED BY COMMISSIONER RODRIGUEZ

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ
COMMISSIONER OTERO:**

to adopt the proposed FY27 Rules and Regulations to go into effect July 1, 2026.

4. Consideration of Proposed FY27 Schedule of Fees, Rates, and Charges: Report by Director of Finance.

Mr. Pellegrino reported on the proposed FY27 rate changes as outlined in the proposed Chapter 5 of the Rules and Regulations. The total combined rate, meter, and Infrastructure Renewal Charge increases will result in a combined increase of 7.5% for the typical household, or \$10.94/month.

UPON MOTION DULY MADE BY COMMISSIONER DONNELLAN AND SECONDED BY COMMISSIONER RODRIGUEZ

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ
COMMISSIONER OTERO:**

to approve the FY27 Schedule of Fees, Rates, and Charges as presented.

5. Consideration of Proposed FY27 Capital Improvement Program Budget and Three-Year Capital Improvement Plan for Fiscal Years FY 2027-2029: Report by Director of Finance.

Mr. Pellegrino reported on a FY27 Capital Improvement Program budget of \$15,826,000, and FY28 and FY29 Capital Improvement Plans with budgets of \$21,025,000 and \$22,930,000, respectively.

UPON MOTION DULY MADE BY COMMISSIONER DONNELLAN AND SECONDED BY COMMISSIONER RODRIGUEZ

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ
COMMISSIONER OTERO:**

to approve the proposed FY27 Capital Improvement Program Budget and Three-Year Capital Improvement Plan for FY 2027-2029.

6. Consideration of Proposed FY 2027 O&M Budget: Report by Comptroller.

Comptroller Christopher Geraghty reported on the proposed O&M budget, which was presented at the June 18 public hearing, and includes non-bargaining and collective compensation adjustments.

Executive Director Josh Schimmel thanked staff for their contributions to this process.

UPON MOTION DULY MADE BY COMMISSIONER DONNELLAN AND SECONDED BY COMMISSIONER RODRIGUEZ

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ
COMMISSIONER OTERO:**

to approve the FY27 O&M Budget as presented.

7. Financial Update: Report by Comptroller.

Comptroller Christopher Geraghty reported on May financials. There was an ending cash balance of \$154.5 million, which represents a \$13.6 million positive year-to-date cash flow balance. The large increase in May was attributable to SRF and WIFIA reimbursements.

There is a projected negative revenue variance of \$3.1 million in FY26. This is due to a decrease in water/sewer usage from the original estimate. The current proposed negative revenue variance has been trending favorably since hitting a high point mid-year of over \$3.8 million.

The operating budget was projected to be 95% expended by year-end. There is \$3.1 million positive balance of appropriated operational funds that will help offset the revenue shortfall. This is a conservative approach that is being monitored. This will leave 2.2% or \$2.1 million of the remaining budget. After re-running the projections, Mr. Geraghty reported that it is likely that there will be \$1.5 million (1.4% of the FY26 budget) in unexpended appropriations after covering the revenue deficit.

The capital budget has been expended in the amount of \$89.8 million, with water supply/transmission accounting for \$64.5 million (72%) of capital spending year-to-date due to the new treatment plant project. There is \$100 million in capital spending planned for FY26.

There was \$154.5 million in cash at the end of May, of which \$37.3 million (24%) was unrestricted, representing approximately 24% of overall cash. There was \$117 million (76%) million in restricted cash.

There was a receivables balance of \$7.7 million, of which \$2.5 million was over 60 days old.

There was \$1.1 billion in assets, and \$776 million in liabilities, which includes outstanding debt, pension, and OPEB liability. The total assets in the OPEB Trust Fund as of May were \$10.9 million. The balance is expected to be around \$12 million at the end of the fiscal year.

Commissioner Rodriguez asked what the target funding was for the OPEB Trust Fund. Mr. Geraghty responded \$30 million, which may change after a reevaluation process.

8. Consideration of Utility Billing Credit Summary and Summary of Accounts Receivable May 2026: Report by Director of Finance.

Mr. Pellegrino reported net billings of \$9.1 million, collections of \$7.6 million, for an accounts receivable balance of \$6.8 million.

There were 6,053 accounts with receivables over 60 days, for a total of \$1.8 million.

There were 73 credits issued in May, totaling \$14,142.35.

UPON MOTION DULY MADE BY COMMISSIONER DONNELLAN AND SECONDED BY COMMISSIONER RODRIGUEZ

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ
COMMISSIONER OTERO:**

to approve credits in the amount of \$14,142.35.

9. Consideration of Longmeadow Water Contract 8th Amendment: Report by Director of Finance.

Mr. Pellegrino reported on an extension of Longmeadow's current contract, with a new end-date of June 30, 2029. There are still ongoing negotiations over asset ownership, which will hopefully be resolved before the end of this contract.

UPON MOTION DULY MADE BY COMMISSIONER DONNELLAN AND SECONDED BY COMMISSIONER RODRIGUEZ

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ
COMMISSIONER OTERO:**

to approve the 8th Amendment to the Longmeadow Water Contract.

10. Consideration of Wastewater Service Contracts – Longmeadow, East Longmeadow, West Springfield, Wilbraham, Ludlow, Agawam: Report by Director of Finance.

Mr. Pellegrino reported on the signed wholesale contracts that will be in effect until 2031. There were no calculations to the way the billing was calculated. Outdated language was also updated.

Mr. Schimmel reported that there was a carryover error in the capacity of the plant that was caught in the process. None of the billing calculations were changed; instead, it meant allotments were based on erroneous numbers that reflected a 94 MGD plant, instead of the 67 MGD for which the plant is currently rated.

Director of Wastewater Operations Steve Frederick reported that a 6-year lookback was conducted to ensure all parties had adequate capacity for future expansion. The flow from each community will be reviewed each year. Some towns had more BOD and TSS. Each town was able to see what other towns were contributing to the plant for transparency.

Mr. Pellegrino noted that he was still waiting for the executed contract from Agawam.

UPON MOTION DULY MADE BY COMMISSIONER DONNELLAN AND SECONDED BY COMMISSIONER RODRIGUEZ

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ
COMMISSIONER OTERO:**

to allow the Executive Director to sign wastewater service contracts for Longmeadow, East Longmeadow, Wilbraham, West Springfield, and Ludlow.

11. Consideration of CIP Amendment 2026-17: Report by Director of Finance.

Mr. Pellegrino reported on closing out the chlorine gas system project at West Parish Filters, with the remaining funds of \$12,847.15 to be transferred to the CIP Reserve account.

UPON MOTION DULY MADE BY COMMISSIONER DONNELLAN AND SECONDED BY COMMISSIONER RODRIGUEZ

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ
COMMISSIONER OTERO:**

to approve CIP Amendment 2026-17.

12. Consideration of CIP Amendment 2026-18: Report by Director of Finance.

Mr. Pellegrino reported on the closeout of the NFWF grant project, with a \$2,357.03 balance to be transferred to the CIP Reserve account.

UPON MOTION DULY MADE BY COMMISSIONER DONNELLAN AND SECONDED BY COMMISSIONER RODRIGUEZ

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ
COMMISSIONER OTERO:**

to approve CIP Amendment 2026-18.

13. Consideration of CIP Amendment 2026-19: Report by Director of Finance.

Mr. Pellegrino reported on a closeout of the Locust transfer project, which was finished about 2 years ago under budget. The project was supported with SRF financing. This amendment reduces the appropriated amount to match the actual project cost for the purposes of revising the amortization schedule.

**UPON MOTION DULY MADE BY COMMISSIONER DONNELLAN AND SECONDED BY
COMMISSIONER RODRIGUEZ**

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ
COMMISSIONER OTERO:**

to approve CIP Amendment 2026-19.

**14. Consideration of SWSC Tri-Annual General Bond Resolution Evaluation Report: Report by
Director of Finance.**

Mr. Pellegrino reported that this evaluation report is required by the general bond resolution. An outside consulting engineering firm produces the report and submits it to the trustees at US Bank. The report was complimentary to the Commission's financial operations.

Commissioner Rodriguez asked about the \$1 million reserve replacement fund. Mr. Schimmel responded that the account is a requirement of the bond resolution.

**15. Consideration of Authorization of the Commission to Borrow from the MA Clean Water Trust
the sum of \$50,000,000 for the Replacement of the West Parish Water Treatment Plant Project:
Report by Commission Counsel.**

Commission Counsel Anthony Wilson reported that this \$50 million in funding was planned to be borrowed to supplement budgeted funds.

Mr. Pellegrino reported that SRF borrowing has included increments of \$15 million and \$65 million previously, and there will be two more installments after this borrowing of \$50 million. The project regulatory agreement states SRF eligible costs of \$213 million.

Mr. Schimmel expressed gratitude to the Clean Water Trust for their support of the new West Parish Water Treatment Plant project.

**UPON MOTION DULY MADE BY COMMISSIONER DONNELLAN AND SECONDED BY
COMMISSIONER RODRIGUEZ**

VOTED YES –

COMMISSIONER DONNELLAN

**COMMISSIONER RODRIGUEZ
COMMISSIONER OTERO:**

that \$363,731,170 has been appropriated for the purpose of financing the West Parish Water Treatment Plant (“Replacement of West Parish Water Treatment Plant Project”) including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws of the Commonwealth, as amended; that to meet this appropriation the Executive Director is authorized to borrow \$50,000,000 and issue bonds or notes therefore under Chapter 40N of the General Laws, that the Executive Director is authorized to borrow all or a portion of such amount from the Massachusetts Clean Water Trust established pursuant to Chapter 29C, as amended and pursuant to the provision of the Massachusetts Clean Waters Act Chapter 21 of the General Laws of the Commonwealth, as amended; and in connection therewith to enter into a loan agreement and/or a security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; that the Executive Director is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary to carry out the project.

16. Consideration of SWSC Contract 20260086 - Baltazar Contractors - FY26 Sewer Project: Report by Director of Engineering.

Director of Engineering Darleen Buttrick reported that the Commission received bids for the FY26 Sewer Improvements project. The bid package included a base bid and four bid alternates. Three bids were received. The engineer’s estimate was \$3,070,255. Baltazar Contractors, Inc., was the apparent lowest and responsible bidder.

The Commission’s consulting engineer Wright-Pierce recommended awarding the contract to Baltazar pending receipt of acceptable bonds and insurance certificates. Based on the available budget, it is proposed to proceed with awarding the base bid plus bid alternates 1 and 2, for a total contract value of \$1,871,350.

The project includes approximately 600 feet of 12” sewer pipe replacement, rehabilitation of 9,000 feet of 8-24” sewer pipe, and 600 vertical feet of manhole rehabilitation. Bid alternates 1 and 2 also include approximately 1,300’ of 10-15” sewer pipe rehabilitation and 100 vertical feet of manhole rehabilitation.

Construction is anticipated to begin mid-to-late summer, with completion in spring 2027.

**UPON MOTION DULY MADE BY COMMISSIONER DONNELLAN AND SECONDED BY
COMMISSIONER RODRIGUEZ**

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ
COMMISSIONER OTERO:**

to authorize the Executive Director to execute Contract #2026086 with Baltazar Contractors, Inc., pending receipt of acceptable bonds and insurance.

17. Consideration of Wright-Pierce Task Order 30 - Engineering Services for FY26 Sewer Project: Report by Director of Engineering.

Ms. Buttrick reported on a task order with Wright-Pierce for construction-phase engineering services for the FY26 Sewer Infrastructure Improvements project. The activities in this task order include construction administration, full-time construction observation, and closeout activities.

The task order value is \$297,065.

**UPON MOTION DULY MADE BY COMMISSIONER DONNELLAN AND SECONDED BY
COMMISSIONER RODRIGUEZ**

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ
COMMISSIONER OTERO:**

to authorize the Executive Director to execute Task Order No. 30 with Wright-Pierce.

18. Consideration of Intergovernmental Agreement for Blandford Road Work in Commission Easement: Report by Director of Legal Affairs.

Director of Legal Affairs Theo Theocles reported on an intergovernmental agreement (IGA) with Blandford for road work within a Commission easement.

**UPON MOTION DULY MADE BY COMMISSIONER DONNELLAN AND SECONDED BY
COMMISSIONER RODRIGUEZ**

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ
COMMISSIONER OTERO:**

to approve the IGA with Blandford for road work in a Commission easement.

19. Consideration of HG&E Operation and Marketing Agreements Extensions: Report by Director of Legal Affairs.

Atty. Theocles reported on two different contracts with HG&E about to expire at the end of June. These are extensions for one year, as work continues on the CMHS, since operations will change when the work is complete.

UPON MOTION DULY MADE BY COMMISSIONER DONNELLAN AND SECONDED BY COMMISSIONER RODRIGUEZ

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ
COMMISSIONER OTERO:**

to approve the HG&E Operation and Marketing Agreements Extensions as presented.

20. Update on new West Parish Water Treatment Plant: Report by the Executive Director.

Mr. Schimmel reported on the demolition of filters 7-10, which will be ongoing for the next few months. Sampling of PCBs at 3 of the 4 offsite piles is complete, while sampling on the West Parish campus continues. Compilation of the data and decision-making on the remediation plan is still 6-8 weeks out, and then the plan will have to be reviewed by EPA. Staff have had multiple meetings with EPA about strategies before submission of the plan to understand what will/will not work to be cost-effective and schedule-sensitive when it comes to PCB cleanup. Other smaller pipe and drainage work continues but demolition is the largest current work at the site.

21. Water and Sewer Updates: Report by the Executive Director.

Educational Outreach Manager Katie Shea provided an update on the Pipeline Program, which will begin on Monday.

22. Consideration and/or action on any other matters that may come before the Commission at this meeting.

Mr. Schimmel thanked Commissioner Otero for her service as Commissioner, as this was her last Board meeting. Commissioner Otero commented that her capacity expanded while serving as Commissioner, and that she was happy to serve. Commissioner Rodriguez noted that it was a pleasure to serve with her, and Commissioner Donnellan noted she always brought a different perspective.

No other items were considered.

AT 9:48 AM, UPON MOTION DULY MADE BY COMMISSIONER DONNELLAN AND SECONDED BY COMMISSIONER RODRIGUEZ

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ
COMMISSIONER OTERO:**

to adjourn.

Submitted By:



Jaimye Bartak, Secretary

Exhibits

May Financial Report FY26

2026 May Finance Director Report

Executed Contracts Under Threshold Monthly Report

Cobble Mountain Reservoir levels

Finance Director FY27 Funding Letter

RulesandRegs_FY2027_ProposedRevisionsSummarywithCH5

Budget CIP Proposed FY2027

Longmeadow Water Contract 2026 Ext. 8

Longmeadow, East Longmeadow, Ludlow, West Springfield, Wilbraham Wastewater Service Contracts
Amendment 2026-17 (Trans from 005-0106 to 090-1000)

Amendment 2026-18 (Trans from 001-0008 to 090-1000)

Amendment 2026-19 (Decr 12A-0071)

Authorization of the Commission to Borrow from the MA Clean Water Trust the sum of \$50,000,000 for
the Replacement of the West Parish Water Treatment Plant Project

SWSC 2026 Final Bond Holders Report 05-29-2026

IFB 26-47 and SWSC Contract No. 20260086

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