



Established
1996

SPRINGFIELD WATER AND SEWER COMMISSION

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Minutes of Meeting

July 29, 2026

The Springfield Water and Sewer Commission held a public meeting on July 29, 2026, in accordance with Chapter 2 of the Acts of 2025.

Vice-Chairman Commissioner Donnellan called the meeting to order at 1:31 PM and announced the Commissioners that are participating. Secretary for the Commission Jaimye Bartak called the attendance roll:

Daniel Rodriguez, Present
Matthew Donnellan, Participating Remotely

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 June 24, 2026, without reading, because copies were furnished to each member of the Commission for their review.

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

VOTED YES –

COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ:

to approve the minutes of the meeting held on June 24, 2026 as presented.

Off-agenda business items

UPON MOTION DULY MADE BY COMMISSIONER DONNELLAN

VOTED YES –

COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ:

to appoint Commissioner Rodriguez as vice-chairman for FY27.

UPON MOTION DULY MADE BY COMMISSIONER RODRIGUEZ

VOTED YES –

COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ:

to appoint Commissioner Donnellan as chairman for FY27.

New Business

2. Financial Update: Report by Comptroller.

Comptroller Christopher Geraghty reported on June financials. There was an ending cash balance of \$154.6 million, which represents a \$13.6 million positive year-to-date cash flow balance.

There was a negative revenue variance of \$2.5 million in FY26. This is better than earlier estimates, which peaked at around \$3.8 million. The negative variance is due to a decrease in water/sewer usage from the original estimate.

At the end of FY26, there was a little under \$4.9 million in unexpended O&M appropriations. The year ended with a \$2.5 million revenue deficit, which was mitigated with budget discipline and a soft hiring freeze. There was \$2.4 million in net unexpended appropriations after counting the revenue deficit, or 2.2%.

Capital budget spending for FY26 has been expended in the amount of \$94 million, with water supply/transmission accounting for \$66.8 million (71%) of capital spending due to the new treatment plant project.

There was \$154.6 million in cash at the end of FY26, of which \$37.6 million was unrestricted, representing approximately 24% of overall cash. There was \$117.9 million (76%) million in restricted cash.

There was a receivables balance of \$6 million, of which \$1.6 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 the first quarter statement were \$10.7 million. The balance is expected to be around \$12 million at the end of the fiscal year.

3. Comptrollers Report FY26: Report by Comptroller.

Director of Finance Domenic Pellegrino reported the internal audit and review in specific areas of the Commission, including inventory, payroll, disbursements, credit cards, and IT equipment. Twenty items were reviewed in testing, and there were no issues identified. There were also 20 inspections of personnel and payroll, where pay rates were verified. No issues were identified. Credit card disbursements, charges, and invoices also had all appropriate approvals. Alignment with Chapter 30B was also found to be consistent. Finally, fuel management at four fueling locations was in agreement within a small margin.

IT equipment will be included in the next internal audit. A new tracking system for IT equipment will go online at the end of September.

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

Mr. Pellegrino reported net billings of \$9.4 million, collections of \$11.1 million, for an accounts receivable balance of \$5 million.

There were 5,572 accounts with receivables over 60 days, for a total of \$1.6 million.

There were 66 credits issued in June, totaling \$14,027.07.

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

VOTED YES –

COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ:

to approve credits in the amount of \$14,027.07.

5. Consideration of Wastewater Service Contracts - Agawam: Report by Director of Finance.

Mr. Pellegrino reported on the executed wastewater services contract received from Agawam, which was not received in time for the last Board meeting.

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

VOTED YES –

COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ:

to approve the Wastewater Services Contract with Agawam as presented.

6. Consideration of award of SWSC Contract No. 20270034 Alternate Bid No. 1 as part of City of Springfield Bid No. 27-004 for the 2026 Pavement and Sidewalk Improvements: Report by Director of Legal Affairs.

Director of Legal Affairs Theo Theocles reported that the City bids for paving on the Commission's behalf every other year for economy of scale.

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

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ:**

to authorize the Executive Director to execute
SWSC Contract No. 20270034 Alternate Bid
No. 1 as presented.

7. Consideration of Kleinfelder Task Order 4 – OPM Services for the West Parish WTP: Report by Director of Engineering.

Director of Engineering Darleen Buttrick reported on a task order for support services on administrative tracking and full site manager owner services for the new West Parish Water Treatment Plant.

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

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ:**

to authorize the Executive Director to execute
Kleinfelder Task Order 4 as presented.

8. Consideration of Legal Services Contract with Murphy, McCoubrey for bond counsel services for the issuance of a Bond Anticipation Note: Report by Commission Counsel.

Atty. Norm Guz reported on a contract for legal services to provide bond counsel.

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

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ:**

to authorize the Director of Finance to execute
the Legal Services Contract with Murphy,
McCoubrey for bond counsel services as
presented.

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

Executive Director Josh Schimmel reported that slow sand filters 7-10 were completely demolished. The installation of yard piping and transmission lines and drainage for the site continues. PCB cleanup plans for off-site locations are far along in development. Sampling under the slab of slow sand filters 15-18 is

being completed. Remediation alternatives will be developed once all sample results are in. Staff are meeting weekly with regulatory agencies to avoid any surprises and expedite progress.

Mr. Schimmel reported that there was an HAA5 notice in July. There was media attention on CSOs last week, as well as a meeting with the City Council Subcommittee on Sustainability and Environment on the issue. Mr. Schimmel explained that CSOs are the unfortunate byproduct of a century-old system that Springfield pays to remediate by itself. Attention on CSOs is increasing since more people are using the river due to its cleaner status. There are upcoming discussions with EPA on the Commission's long-term control plan.

Commissioner Rodriguez noted that it is reasonable for the public to ask about ongoing CSO issues after hundreds of millions in spending. Those dollars have borne some results, but the issue is that additional spending may provide diminishing returns as costs escalate for smaller and smaller gains.

Mr. Schimmel responded that stormwater is an equal if not larger component to water quality in the Connecticut River, as well as what items people flush down their toilets, especially "flushable" wipes. There are more wipes in CSO discharges than ever.

Mr. Schimmel reported that representatives from the City of Columbia, SC visited recently to observe and learn more about the Pipeline Program.

Mr. Schimmel reported that the Commission hosted an open house at the wastewater plant on July 10 to educate the public about what it takes to treat wastewater.

Mr. Schimmel reported that the environmental bond bill is currently in conference committee and will most likely be taken up after Labor Day.

Director of Wastewater Operations Steve Frederick reported that media exposure about CSOs is providing an opportunity to reach more of the public about the issue. CSOs do not overflow at every storm, and Mr. Frederick noted that often means the "first flush" of stormwater, which contains a high pollutant load, is treated. The grit project is at 73% completion, with equipment moving in. The grit removal system should be online later in September.

Mr. Pellegrino reported that he is wrapping up the last fiscal year and year-end reports for bond trustees and has been working with the auditors.

Director of Water Operations Christina Jones reported that water quality is typical for this time of year. Reservoir levels are normal despite lower precipitation. Dams and slopes are being closely monitored when there are rain events. West Parish staff continue to coordinate with Engineering on capital projects.

Director of Engineering Darleen Buttrick reported that startup activities for the 42" EDV have been worked through, and there are some additional punch list items. Construction of the water quality station at Provin Mountain is ongoing. The CMHS project is progressing with bid and prequalification packages out. The water main replacement on Westford Avenue is nearly complete, with water services due to be tied in next. The FY27 sewer improvements project contract has been executed.

Director of IT Rick Gomez reported that MFA authentication has been expanded, and new tools are being added to cyber controls and email to keep pace with the growing nature of cyber threats.

Director of Legal Affairs Theo Theocles reported that quarterly report #19 for WIFIA has been completed, and work is ever-ongoing on procurement and capital projects.

Director of Field Services Ryan Wingerter reported that his crews were working on water main replacement in Ludlow, culvert replacement at Ludlow Reservoir, and assistance with the community water station.

Director of Human Resources Jen Boulais reported that work on the health insurance transition is continuing smoothly.

Safety Manager Kristin Monfette reported that the Department of Labor Standards was impressed by the Commission's trench and safety program after a recent audit.

Educational Outreach Manager Katie reported that the Pipeline Program was in week 5 of 7, and that interns were very engaged. There are upcoming interactive presentations to Springfield summer camps to engage younger students about water during their summer break.

Commission Counsel Anthony Wilson reported that he will distribute a guide on Open Meeting Law by the Inspector General and will conduct continuing education training for Board members on conflict-of-interest laws. Madeline Landreau was recently approved as a new Board member by City Council and is waiting to be sworn in by the City Clerk.

Comptroller Chris Geraghty reported that year-end reporting and preparations for the audit are ongoing.

**AT 2:14 PM, UPON MOTION DULY MADE BY COMMISSIONER DONNELLAN AND
SECONDED BY COMMISSIONER RODRIGUEZ**

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ:**

to enter into executive session to discuss a potential land acquisition in Blandford and the renewal of the Executive Director's employment contract. It was determined that discussion of such matters would have a detrimental effect on the negotiating position of the Commission. The Board announced that the Commission would come back into public session in approximately 15 minutes.

Executive Session

10. Consideration of Land Acquisition for unique property in Blandford: Report by Water Supply Manager.

Addressed in executive session.

11. Consideration of Contract Negotiation for the Executive Director pursuant to Massachusetts General Laws chapter 30A section 21(a)(2).

Addressed in executive session.

**AT 2:31 PM, UPON MOTION DULY MADE BY COMMISSIONER DONNELLAN AND
SECONDED BY COMMISSIONER RODRIGUEZ**

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ:**

to exit executive session and return to public session.

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

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ:**

to offer a purchase and sale agreement as described for the purchase of property in Blandford.

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

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ:**

to approve the FY27 personal and organizational goals as presented by the Executive Director.

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

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ:**

to authorize the same 3% COLA increase for the Executive Director as provided to all staff, retroactive to July 1, 2026.

**AT 2:33 PM UPON MOTION DULY MADE BY COMMISSIONER RODRIGUEZ AND
SECONDED BY COMMISSIONER DONNELLAN**

VOTED YES –

**COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ:**

to adjourn.

Submitted By:

A handwritten signature in black ink, appearing to read 'JBartak', written in a cursive style.

Jaimye Bartak, Secretary

June Financial Report FY26

2026 June Finance Director Report

Executed Contracts Under Threshold Monthly Report

Cobble Mountain Reservoir levels

2026 Agawam WW Contract 7-29-26 -Signed by Agawam

20270021-KLFTO-04

SWSC Contract 20270034 - DPW Bid 27-004 & SWSC Bid Alt #1

Legal Services Contract with Murphy, McCoubrey for bond counsel services for the issuance of a Bond
Anticipation Note

SWSC Contract 20270034 - DPW Bid 27-004 & SWSC Bid Alt #1