



Established
1996

SPRINGFIELD WATER AND SEWER COMMISSION

POST OFFICE BOX 995
SPRINGFIELD, MASSACHUSETTS 01101-0995
413-452-1300

Minutes of Meeting

August 20, 2026

The Springfield Water and Sewer Commission held a public meeting on August 20, 2026, in accordance with Chapter 2 of the Acts of 2025.

Chairman Commissioner Donnellan called the meeting to order at 9:03 AM and announced the Commissioners that are participating. Secretary for the Commission Jaimye Bartak called the attendance roll:

Daniel Rodriguez, Present
Matthew Donnellan, Present
Madeline Landrau, 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 July 29, 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 July 29, 2026 as presented.

ABSTAIN –

COMMISSIONER LANDRAU

2. Approve the minutes of the executive session held on July 29, 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 executive session held on July 29, 2026 as presented.

ABSTAIN –

COMMISSIONER LANDRAU

New Business

3. Financial Update: Report by Comptroller.

Comptroller Christopher Geraghty reported on July financials. There was an ending cash balance of \$134.6 million, which represents a \$20 million negative cash flow balance. This is due to debt payments and the retirement assessment being due at the beginning of the fiscal year.

There was a positive revenue variance of \$418,000 at the end of fiscal year 2026. This is a good start and revenues will continue to be monitored as the year goes on.

There was a little under \$25.3 million, or 22%, in unexpended O&M appropriations. In July there are debt payments, as well as an \$11.5 million retirement assessment due. As the year goes on projections will be adjusted based on where the operating budget is trending.

Capital budget spending for FY27 at the end of July was \$5.9 million. There is \$402.9 million remaining in the capital budget and based on the latest cash flow projections for capital, \$92.8 million is projected to be spent in FY27.

There was \$134.6 million in cash, of which \$14.8 million was unrestricted, representing approximately 11% of overall cash. There was \$117.9 million (89%) million in restricted cash.

There was a receivables balance of \$7.6 million, of which \$1.6 million was over 60 days old.

There was \$1.1 billion in assets, and \$777 million in liabilities, which includes outstanding debt, pension, and OPEB liability. The total assets in the OPEB Trust Fund at the end of July were \$12 million.

4. Consideration of Engagement with Cbiz: Report by Comptroller.

Mr. Geraghty reported on a contract with Cbiz to perform the audit. The contract outlines the responsibilities of the Commission and auditing firm. The fee is \$60,000.

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

VOTED YES –

**COMMISSIONER LANDRAU
COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ:**

to authorize the Executive Director to execute the contract with Cbiz as presented.

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

Mr. Pellegrino reported net billings of \$10.6 million, collections of \$9 million, for an accounts receivable balance of \$6.6 million.

There were 5,587 accounts with receivables over 60 days, for a total of \$1.5 million.

There were 48 credits issued in July, totaling \$8,540.73. Most of the credits were for the CAP program.

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

VOTED YES –

**COMMISSIONER LANDRAU
COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ:**

to approve credits in the amount of \$8,540.73.

6. Consideration of Hazen and Sawyer Task Order No. 2 PCB Remediation Services: Report by Director of Engineering.

Director of Engineering Darleen Buttrick reported on Task Order #2 for PCB remediation services with Hazen and Sawyer. The task order includes engineering services and expanded MCP/LSP services as necessary to bring the abatement project to the start of the remediation work. Activities include development and implementation of on-site and off-site sampling plans, preparation of PCB cleanup plans, detailed disposal alternatives, evaluation and development of remediation approaches, evaluation of contractual mechanisms and preparation of change order documentation, and coordination with regulatory agencies. The task order value is \$1,017,692.

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

VOTED YES –

**COMMISSIONER LANDRAU
COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ:**

to authorize the Executive Director to execute Task Order No. 2 with Hazen and Sawyer.

7. WIFIA Quarterly Report Q2 2026: Report by Director of Engineering.

Ms. Buttrick reported on the WIFIA status report for the second quarter of 2026. As of the end of FY26, \$392 million of the total Water and Wastewater Infrastructure Renewal Program has been expended, and of that approximately \$78 million of the WIFIA loan.

Project progress includes demolition of the 1925 slow sand filters at West Parish Filters; bidding for valve replacements, penstock lining, and crane replacement at the Cobble Mountain Hydroelectric Station; and design for the turbine rehabilitation and electrical upgrade packages at the hydroelectric station.

8. Consideration of T&B Task Order Amendment #1: Report by Director of Engineering.

Engineering Manager Frank Zabaneh reported that a task order for \$133,990 was needed for the Provin Mountain Water Quality Station. The project was extended and required more time, resubmittals and RFIs, requiring design engineer oversight of construction towards the end.

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

VOTED YES –

**COMMISSIONER LANDRAU
COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ:**

to approve T&B Task Order Amendment #1 as presented.

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

Executive Director Josh Schimmel reported on a good farewell to Pipeline Program interns last week. Representatives from Columbia South Carolina visited to learn about the Pipeline Program.

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

None considered.

Executive Session

11. To discuss strategy with respect to litigation because discussion in open session would have a detrimental effect on the litigating position of the Commission: Report by Executive Director.

Addressed in executive session.

**AT 9:18 AM, UPON MOTION DULY MADE BY COMMISSIONER DONNELLAN AND
SECONDED BY COMMISSIONER RODRIGUEZ**

VOTED YES –

**COMMISSIONER LANDRAU
COMMISSIONER DONNELLAN
COMMISSIONER RODRIGUEZ:**

to enter into executive session to discuss litigation, because discussion in open session would have a detrimental effect on the litigating position of the Commission. The Board announced that the Commission would not return to public session following executive session.

Submitted By:



Jaimye Bartak, Secretary

Exhibits

July Financial Report FY26
2026 July Finance Director Report
Executed Contracts Under Threshold Monthly Report
Cobble Mountain Reservoir levels
Cbiz Engagement Letter
Hazen and Sawyer Task Order No. 2 PCB Remediation Services
WIFIA Quarterly Report Q2 2026
Tighe & Bond Task Order Amendment #1