



Town of Wilmington
Office of the Town Accountant
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April 21, 2023

TO: Select Board

RE: Munis Implementation

I just wished to take this opportunity to provide an update to the Board on the Town's progress with the ongoing Munis Implementation.

As you may recall, the town transitioned the Accounts Payable functions from Softright into Munis in May '22. The current phase of the project is the implementation of Tyler's Human Capital Management module which includes Payroll, Human Resources/Talent Management, Employee Self Services, and Recruiting. This transition is scheduled for the first payroll in July. The timing of this was intentional for many reasons. The timing allows for cleaner reporting, both for the General Ledger and for various state and federal compulsory reports. The alignment with the fiscal year and school year will allow for additional testing and decreases any payroll error risk relating to end of year payrolls. The calendar during April and May will allow for the town's payroll department, HR department, and the school department to continue to run parallel payrolls, test the accrual tables as constructed, and continue to trouble shoot the process. May and June will also allow for end user training to be rolled out and allow for data conversion and accrual imports to formally take place prior to rollout. We already have resources booked from Tyler Technologies to ensure a smooth transition.

As far as the project's budget, the FY19 Town Meeting voted an article passed providing \$941,800 in funds for an Enterprise Software System. The town has approximately \$250k in available funds from the capital article, my expectation is this should suffice for the remainder of the project for implementation costs. The Finance Committee has also graciously offered their support if there is any outside assistance that needs to be included in this project.

Should you wish to discuss this further, I will be available to answer any of your questions.

Thank you,

Bryan Perry
Finance Director/Town Accountant

cc: Jeffrey M. Hull, Town Manager

MEMORANDUM



Date: **April 18, 2023**
To: **Jeffrey Hull**
Town of Wilmington
From: **Kevin Trainer and Robert Reynolds**
RE: **Olin Treatability Study Report Summary**
Project Number: **15642-000**

Verdantas LLC (Verdantas) prepared this memorandum to provide a summary of the key findings of Olin's Treatability Study dated March 16, 2023, and comments regarding those findings.

BACKGROUND

In 2012 a dense aqueous phase liquid (DAPL) extraction system was installed at the Olin Chemical Superfund Site (the Site) and operated as a pilot test between 2012 and 2014 pursuant to the 2008 Interim Response Steps Work Plan. The objective of the DAPL pilot test was to evaluate the feasibility of recovering DAPL from the subsurface. Olin restarted the DAPL recovery system multiple times between 2015 and 2021 after the completion of the pilot test with temporary pauses to allow DAPL recharge. Over one million gallons of DAPL have been extracted from the subsurface to date.

Extracted DAPL was temporarily stored on-site in an 8,700-gallon aboveground storage tank and periodically transferred to a tanker truck for off-Site transport and disposal. DAPL was ultimately disposed of via deep well injection at a facility in Ohio.

Based upon the results of the DAPL pilot test, long term extraction of DAPL appeared to be a viable remedial alternative. The 2021 Record of Decision (ROD) identified removing DAPL and Hot Spot Groundwater (i.e., groundwater containing N-nitrosodimethylamine [NDMA] at concentrations greater than or equal to 5,000 nanograms per liter [ng/L]) as an interim remedial action to initiate groundwater restoration before the selection of a final remedial action for groundwater. However, the continued off-Site transport and disposal of DAPL and/or Hot Spot Groundwater is not conducive or practical for the long term and large scale treatment of DAPL and Hot Spot Groundwater. Therefore, the 2021 ROD also identified conceptual treatment alternatives for recovered DAPL and Hot Spot Groundwater, including metals precipitation, ultraviolet (UV) photo-oxidation of NDMA, and evaporation.

TREATABILITY STUDY

The treatability study conducted by Olin evaluated whether DAPL and Hot Spot Groundwater could be destructively remediated on-Site using the conceptual treatment techniques identified in the 2021 ROD.

The Treatability Study Report (the Report) was prepared by Geosyntec Consultants Inc. (Geosyntec) on behalf of Olin to document the results of treatability testing activities performed in support of remedial design for the Site. The Report describes the results of

laboratory treatability tests performed to evaluate the potential for on-Site treatment of DAPL and Hot Spot Groundwater. Site-specific constituents associated with DAPL and Hot Spot Groundwater include various metals, total suspended solids (TSS), total dissolved solids (TDS), anions and cations, volatile organic compounds (VOCs), and semi-volatile organic compounds (SVOCs) including NDMA.

The technologies evaluated in the study included chemical reaction and microfiltration, granular activated carbon (GAC), evaporation, filter press, and ultraviolet advanced oxidation process (UV-AOP). For the Treatability Study, two sets of treatment "trains" were evaluated, with individual technologies arranged in different sequences.

The baseline material used to conduct the treatability study included DAPL from extraction well EW-1 (~31 gallons) and Hot Spot Groundwater from monitoring well GW-58D (~184 gallons) that were collected and mixed on-Site, to generate approximately 215 gallons of a 1:6 mixture of DAPL and Hot Spot Groundwater.

Key Treatability Study Findings

The treatability study concluded that the treatment trains were generally successful in treating DAPL and Hot Spot Groundwater. A summary of the results of the tested technologies is provided below:

Chemical Reaction and Microfiltration: pH adjustment and forced aeration, followed by microfiltration was confirmed to be effective for the treatment of metals, TSS, and TDS in the DAPL and Hot Spot Groundwater mixture.

Granular Activated Carbon: GAC was confirmed to be a viable pretreatment for UV-AOP. Additional evaluation of GAC design parameters such as empty bed contact time (EBCT) and breakthrough characteristics of compounds should be evaluated as part of subsequent phases of the project.

Evaporation: Evaporation was confirmed to be a viable pretreatment for UV-AOP. Evaporation was also found to be effective for the removal of TDS, sodium, sulfate, magnesium, TOC, and, to some extent, ammonia. Additional ammonia-specific treatment is likely to be required for a full-scale system.

Filter Press: The filter press was confirmed to be an effective approach to dewatering microfiltration solids generated during on-Site treatment. The resulting sludge was easy to dewater and produced a filter cake. Analytical results indicated significant removal of mass associated with metals through the filter cake solids. Data generated in the study provide a baseline to evaluate disposal options for filter press solids and evaporation concentrate waste streams.

Ultraviolet Advanced Oxidation Process: UV-AOP was confirmed to be an effective approach for NDMA treatment. UV-AOP will continue to be evaluated to further increase NDMA treatment performance. The Treatability Study emphasized that the

objective of the UV-AOP treatability tests was to confirm technology effectiveness, and not to determine the lowest possible treatment concentration for NDMA.

NDMA Rebound: NDMA rebound analyses were performed on the UV-AOP influent and effluent of the treatment trains. No significant NDMA rebound was observed in the UV-AOP effluent, when compared to the UV-AOP influent and effluent control samples. Although NDMA rebound was not observed following UVAOP, the potential for NDMA rebound will continue to be considered as the UV-AOP process is further optimized.

PREVIOUS VERDANTAS COMMENTS

In a November 18, 2022, email to the Town and USEPA, Verdantas provided preliminary comments on a letter report prepared by Geosyntec that summarized the results of samples collected during chemical reaction, microfiltration, and sample deterioration testing associated with the treatability study. USEPA incorporated our comments into an email to Olin dated November 23, 2022. Olin responded to these comments in a letter dated December 15, 2022.

FUTURE STEPS

EPA has requested comments to the Treatability Study Final Report by April 24, 2023. Verdantas is currently reviewing the Treatability Study and preparing our comments. Nobis Group (Nobis) reviewed the Treatability Study on behalf of the USEPA and provided comments in a memorandum dated April 12, 2023.

The treatability study demonstrated the potential for on-Site treatment of DAPL and Hot Spot Groundwater. However, further refinement and study, including evaluation of other technologies, are needed to reach acceptable discharge criteria for the Site. These investigations will be conducted as part of pre-design investigations (PDI) and/or remedial design (RD) activities. Verdantas expects that these future plans will be available for review and comment prior to the selection of the final treatment alternative.

MEMORANDUM



Date: **April 19, 2023**
To: **Jeffrey Hull, Town Manager**
From: **Kevin Trainer and Robert Reynolds**
RE: **EPA Informational Meetings Summary**
Project No: **15642-000**

This memorandum summarizes informal virtual meetings held by the United States Environmental Protection Agency (EPA) on March 1 and April 12, 2023 to inform the community of ongoing activities associated with the Olin Chemical Superfund Site (OCSS). The meetings were attended by EPA, Verdantas, members of the Wilmington Environmental Restoration Committee (WERC), and the Town. Information from previous informal virtual meetings is provided for additional context.

REMEDIAL DESIGN/REMEDIAL ACTION (RD/RA) UPDATE

- Olin submitted a "good faith offer" letter to EPA on Friday, December 10, 2021, in response to EPA's September 27, 2021 special notice letter (sent to Olin Corp., Stepan Company, American Biltrite, Inc., The Biltrite Corp., Fisons Limited, and NOR-AM Agro LLC).
- RD/RA negotiation kick-off meeting between EPA, Olin, MassDEP, and the Department of Justice was held on Wednesday, January 19, 2022. According to EPA, RD/RA negotiations are ongoing. When complete, a Consent Decree will be filed and will be available for public comment.
 - **March 1 and April 12, 2023 Update:** No new information.

COMMUNITY INVOLVEMENT PLAN

- During the spring of 2022, EPA conducted a series of interviews to further understand community members' concerns. The feedback received was used to develop the EPA's Community Involvement Plan (CIP), which will guide EPA's community involvement process. On November 17, 2022, EPA published a draft CIP for public review and comment. Verdantas provided comments on the Draft CIP to EPA on January 11, 2023.
 - **March 1 and April 12, 2023 Update:** EPA is reviewing the comments to the Draft CIP and is preparing a final version of the CIP. EPA will be hosting two virtual "Coffee & Chat" sessions to provide the community with an opportunity to meet EPA and ask questions about the OCSS. EPA will require community members register for the meeting and the community will be notified of the meeting using various methods (postcards, public notices, press release, etc.). The virtual sessions will be conducted on the following dates and times:

- **Tuesday May 2nd 6:30 – 7:30 pm**
- **Wednesday May 3rd 12:00 – 1:00 pm**

EPA is planning an in-person open house event and poster session in June at the Wilmington High School.

TREATABILITY STUDY

- The purpose of Olin's Dense Aqueous Phase Liquid (DAPL) Treatability Study is to evaluate whether DAPL and Hot Spot Groundwater could be destructively remediated on-site using the conceptual treatment techniques identified in the 2021 Record of Decision. The scenario being studied is a 1:6 mixture of DAPL and Hot Spot Groundwater (5,000 nanograms per liter [ng/L] N-nitroso-dimethylamine, NDMA).
- Olin collected and mixed approximately 200 gallons of contaminated groundwater and DAPL for use in the study. In August 2022, EPA and MassDEP approved Olin's proposal to proceed with treatability testing on the DAPL/groundwater mixture.
 - **March 1 and April 12, 2023 Update:** Olin published the Treatability Study on March 16, 2023. The Treatability Study concluded that the treatment trains were generally successful in treating DAPL and Hot Spot Groundwater. Nobis Group (Nobis) reviewed the Treatability Study on behalf of the USEPA and provided comments in a memorandum dated April 12, 2023.

EPA requested that comments on the Treatability Study be provided by April 24, 2023. Verdantas prepared a memorandum for the Town summarizing the Treatability Study dated April 18, 2023. Verdantas is currently reviewing the Treatability Study and preparing our comments.

JEWEL DRIVE DAPL EXTRACTION SYSTEM

- Olin submitted a technical memorandum to EPA on June 13, 2022 presenting their evaluation of the results of a May 2022 sampling event. The memorandum indicated that DAPL rebounded slightly since the extraction system was paused in April 2021, groundwater indicative of DAPL was observed in well EW-1 and in the deepest ports of wells ML-1 and ML-2. The shallower ports do not have concentrations indicative of DAPL.
- As of September 2022, some rebound is occurring since the extraction system was paused and pH is decreasing towards 4 from 5 or 6 (a pH of less than 4 is one of the characteristics of DAPL).
 - **March 1 and April 12, 2023 Update:** No updates.

DATA GAPS

- The Data Gaps investigation is intended to obtain additional information, specifically focused on bedrock characterization, the extent, source and fate of NDMA plume and other site constituents of concern (COCs), and DAPL pool characterization.
- The Data Gaps investigation is being conducted in a phased approach; Phase I investigations consisted of geophysical surveys (Phase IA) and installation of borings and monitoring wells (Phase IB). The results of the Phase I investigations will be used to develop the Phase II work plan to obtain additional information. The results of the Phase II investigations will then be used to complete the Phase III work plan. Phase I investigations were completed in five areas, and the data was summarized in separate reports prepared for each area between 2021 and 2022. Olin was scheduled to provide a Draft Revised Conceptual Site Model (CSM) and Phase 2 Data Gaps Work Plan (DGWP) on April 3, 2023.
 - **March 1 and April 12, 2023 Update:** Olin requested an extension on the CSM and Phase 2 DGWP and EPA granted that extension. Olin published the CSM Update and Phase II of the Data Gaps Work Plan on April 10, 2023. EPA requested comments on the document by May 2, 2023. Verdantas will provide comments by May 2, 2023.

NATIONAL HISTORIC PRESERVATION ACT SECTION 106 CONSULTATION

- To date, EPA has not identified Remedial Investigation (RI) activities that would cause adverse effects (per Section 106 of the NHPA) to the Middlesex Canal National Historic Landmark.
- EPA and Olin continue to evaluate and prevent the possibility of potential impacts to the Middlesex Canal as RI work proceeds.
 - **March 1 and April 12, 2023 Update:** No updates.

MAPLE MEADOW BROOK WETLANDS (MMBW)

- Olin needs to access MMBW to assess the condition of certain monitoring wells in the wetland and subsequently collect groundwater samples and conduct additional geophysical data.
- Olin has revised their plan to access MMBW based upon comments from WERC, the Town, and Verdantas.
- On October 5, 2022, Olin accessed MMBW using a Marsh Master amphibious vehicle and EPA considered the initial event "successful."
 - **March 1 and April 12, 2023 Update:** Groundwater sampling in MMBW was conducted in March 2023. EPA indicated the groundwater data appeared similar to previous groundwater sampling events. Further data validation is being conducted on the results. Geophysical investigations in the MMBW

using the Marsh Master are expected to occur later this year (probably in July or August), following bird nesting season.

PRIVATE WELL SAMPLING

- EPA receives monthly updates from Olin regarding an ongoing Private Well Survey and Sampling Plan.
- As of September 2022, Olin completed an initial survey of 619 properties in the Groundwater Study Area and provided data to the owners. Approximately 35 to 40 owners agreed to ongoing sampling. EPA reduced frequency of reporting to a quarterly reporting interval. EPA instructed Olin to conduct four rounds of sampling before requesting reductions in the number of sampling locations or frequency.
- On December 7, 2022, Olin published a quarterly Private Well Survey and Sampling Plan report and on December 21, 2022, WSP (on behalf of Olin) published a letter requesting modifications to the private well sampling program. Subsequent to the January 11, 2023 informational meeting, EPA issued a partial approval letter to modify the private well sampling program.
 - **March 1 and April 12, 2023 Update:** Private well sampling was completed by Olin in March 2023. An elevated result of NDMA was detected in one bedrock well located on Cook Avenue greater than 500 ng/L. EPA noted that the data was anomalous compared to previous data collected at this location. EPA indicated the property is connected to the public water supply and the well is not active. The well was re-sampled on April 4, 2023, and the results are pending.

SITE-WIDE MONITORING ACTIVITIES UPDATE

- **March 1 and April 12, 2023 Update:** Groundwater, surface water, sediment, and residential well sampling was completed in March 2023. EPA indicated that there were no issues with the work. The data will be reported in future status reports by Olin.

SITE MONITORING REPORTS (SMR)

- On September 30, 2022, Olin published an SMR for work conducted at the OCSS between January and June 2022.
 - **March 1 and April 12, 2023 Update:** On March 31, 2023, Olin published an SMR for work conducted at the OCSS between July and December 2022. EPA and Verdantas are currently reviewing the report.

REDEVELOPMENT (OLIN PROPERTY)

- In a letter dated December 23, 2022, Wilmington Woburn Industrial, LLC (WWI) requested that EPA enter into a "Prospective Purchaser Agreement" or "PPA." EPA

is considering WWI's request for a PPA. A PPA is the primary settlement tool used by EPA to address the liability concerns of a prospective purchaser or other third party that wants to redevelop a site. EPA indicated they will update the community (e.g., community mailer, public notices in local media, etc.) on WWI's activities.

- **March 1 and April 12, 2023 Update:** The PPA is being evaluated by EPA. A decision to proceed with the PPA has not been made by EPA.

REDEVELOPMENT (923 MAIN STREET – MAPLE MEADOW/SPINAZOLA LANDFILL) - *NEW*

- **March 1 and April 12, 2023 Update:** The Reading Municipal Light Department requested a comfort/status letter from EPA, which was formally transmitted on April 3, 2023. According to EPA's letter, the Reading Municipal Light Department intends to purchase the former landfill and construct a ground-mounted solar array facility. EPA noted that groundwater and surface water monitoring locations must be sampled to assess the effectiveness of the remedy for the OCSS and that sustained access to the property in the future will be necessary. EPA indicated that "we have not identified any obvious incompatibility between the proposed use of the Property as you have described it to us and the PRPs' continued cleanup of the Site under EPA oversight".

*RONALD M. DIGIORGIO & ASSOCIATES
CONSTABLE SERVICE
11 MARRETT ROAD
BURLINGTON, MA 01803
SUPERIOR COURT OFFICER (RETIRED)*

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FAX781-229-0444

2/13/2023

To the Board of Selectman
Town of Wilmington

:

Please reappoint me as Constable for the Town of Wilmington , Ma. I have been a Constable in Wilmington since August 26,1992. My Bond is current and I am still at the same address for 50 years 11 Marrett Road Burlington, Ma 01803. I Retired as a Superior Court Officer from Middlesex Superior Court after 28 years, having 4 years added on for being a Vietnam Veteran Serving in the United States Air Force from May 1,1961 Honorably Discharged April 30th 1967 gave me the 32 years to retire. I now will be doing Constable work full time to supplement my Court Officers pension. I am also Bonded as a Constable in Woburn, and Cambridge.

I will abide by your request and not solicit client's in Wilmington, but have authority to serve Civil Process in Wilmington. My New Bond is valid until August 31, 2025

Thank you for your consideration.

Sincerely

Ronald M. DiGiorgio



Town of Wilmington
Office of the Town Manager
121 Glen Road
Wilmington, MA 01887-3597

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WWW.WILMINGTONMA.GOV

February 16, 2023

Jay Donovan, Chairman
Democratic Town Committee
19 Mill Road
Wilmington, MA 01887-3347

Dear Mr. Donovan:

I am writing to you on behalf of the Select Board and in compliance with M.G.L. Chapter 51, Section 15 as it pertains to the appointment of a member to the Board of Registrars. The individual whose term expires at the end of April is one of two representatives from the Democratic Party. Therefore, the Select Board is seeking nominations from both the Republican Town Committee and the Democratic Town Committee.

The filling of vacancies on the Board of Registrars is prescribed by Massachusetts General Law Chapter 51, Section 15 which states in pertinent part:

Every such appointment shall be made in a town by the selectmen or the appointing authority from a list to be submitted to them by the town committee of the political party from the members of which the position is to be filled, containing the names of three enrolled members of such party resident in the town, selected by a majority vote of a duly called meeting, at which a quorum was present, of such committee; and every member of a Board of Registrars of Voters shall serve until the expiration of his term and until his successor has qualified; provided, however, if the chairman of the town committee has not submitted said list to the selectmen or the appointing authority within forty-five days after a notification to said chairman by certified mail, the selectmen or the appointing authority shall make said appointment without reference to such list.

When compiling your list for the Select Board, you are reminded that, pursuant to Section 5 of Chapter 55 of the General Laws, "The state secretary, a city or town clerk, or a member of a board of registrars of voters or election commission in any city or town shall not serve as the chairman, treasurer, or other principal officer of any political committee, ..."

Your attention to this matter is greatly appreciated.

Sincerely,

Jeffrey M. Hull
Town Manager

cc: Select Board
Elizabeth Lawrenson, Town Clerk

CERTIFIED MAIL RETURN RECEIPT REQUESTED



Town of Wilmington
Office of the Town Manager
121 Glen Road
Wilmington, MA 01887-3597

PHONE: (978) 658-3311

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WWW.WILMINGTONMA.GOV

February 16, 2023

Robert A. Fasulo, Jr., Chairman
Republican Town Committee
28 Marjorie Road
Wilmington, MA 01887-1314

Dear Mr. Fasulo:

I am writing to you on behalf of the Select Board and in compliance with M.G.L. Chapter 51, Section 15 as it pertains to the appointment of a member to the Board of Registrars. The individual whose term expires at the end of April is one of two representatives from the Democratic Party. Therefore, the Select Board is seeking nominations from both the Republican Town Committee and the Democratic Town Committee.

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Your attention to this matter is greatly appreciated.

Sincerely,

Jeffrey M. Hull
Town Manager

cc: Select Board
Elizabeth Lawrenson, Town Clerk

CERTIFIED MAIL RETURN RECEIPT REQUESTED



March 20, 2023

Jeffrey M. Hull, Town Manager
Town of Wilmington
121 Glen Road
Wilmington, MA 01887-3597

Dear Jeff,

In response to your letter dated February 16, 2023, the Wilmington Democratic Town Committee approved the reappointment of Roberta L. Lasky at our March 14th meeting to the Board of Registrars position. Roberta has been quite active with the Board of Registrars since her initial appointment by the Board of Selectmen in April 2020 and has added value to the functioning of the Board of Registrars through the pandemic. We have been quite pleased with her performance in upholding the electoral process in the Town of Wilmington. Roberta resigned from her position as Secretary of the Democratic Town Committee as of March 18, 2023 in order to be in compliance with Section 5 of Chapter 55 of the General Laws.

Please let me know if you would like me or someone else from the Wilmington Democratic Town Committee to attend the Select Board's meeting when this position is on their agenda. We believe that Roberta has earned reappointment to the position.

Thank you,

Jay J. Donovan

Chairman

Wilmington Democratic Town Committee

cc: Roberta L. Lasky

Elizabeth Lawrenson, Town Clerk