

**BOSTON WATER AND SEWER COMMISSION**

**REGULAR MEETING**

**Thursday, September 21, 2017**

**I. CALL TO ORDER**

A Regular Meeting of the Boston Water and Sewer Commission was called to order at 8:52 A.M. on Thursday, September 21, 2017, at the office of the Commission, 980 Harrison Avenue, Boston, Massachusetts.

Present at the meeting were Commissioner Michael J. Woodall, and Commissioner Cathleen Douglas Stone constituting a quorum for the transaction of business; Messrs. Canavan, Dayib, Dwyer, Hunt, Piacenza, Porras, Sullivan, Vitale, and Ms. Gottschalk, Kieser, and Mahoney of the Commission Staff. Commissioner Woodall acted as Chairman and Mr. Vitale acted as Secretary.

**Administration**

**Approval of Minutes**

Consideration was given to a draft of the Minutes of the Regular Meeting of the Commission held on Wednesday, August 23, 2017. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

**RESOLVED:** That the Minutes of the Regular Meeting of the Commission held on Wednesday, August 23, 2017, be, and they hereby are, approved.

**Information Reports**

1. Disbursement Ratification (Schedules A, B & D)

Ratification of Disbursements for August 17, 2017 – September 14, 2017. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

**RESOLVED:** That the actions of those persons authorized by the Commission in executing checks for a total of \$595,012.65 are ratified and approved.

2. August 2017 Change Orders Report.

**II. GENERAL MANAGEMENT ISSUES**

1. August 2017 Capital Improvement Program Budget Variance Report.

2. August 2017 Monthly Management Report.

3. August 2017 Revenue and Expense Analysis Report.

### **III. PROPOSALS AND CONTRACTS**

#### **Engineering**

1. Project Performance Tracking and Reporting.

2. Authorization to Advertise for 2018 Annual Maintenance and Repair Contracts. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

**RESOLVED:** That appropriate members of Staff are authorized to advertise for 2018 Annual Maintenance and Repair Contracts for the Commission's water, sewer, and drainage systems.

3. Authorization to Participate in Boston Public Works Department's Bid 17-11 for Curlew Street sewer betterment and water main improvements. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

**RESOLVED:** That the Commission is authorized to participate in Boston Public Works Department's Bid 17-11 in an amount not to exceed \$246,990.00; and the Executive Director is authorized to execute the necessary contract documents.

#### **Administration**

1. Authorization to Award Contract No. 17-103-006 to Purchase Residential Water Meters. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

**RESOLVED:** That the Commission Award Contract No. 17-103-006 to Neptune Technology of Tallassee, Alabama in an amount not to exceed \$187,725.00; and the Executive Director is authorized to execute the necessary contract documents.

2. Authorization to Advertise a Design Services Contract to replace the vehicle wash system. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

**RESOLVED:** That appropriate members of Staff are authorized to advertise a Design Services Contract to replace the existing vehicle wash system.

3. Authorization to Award a sole source contract to Aclara for annual maintenance and technical support services for the Commission's Advanced Metering Infrastructure for the period September 27, 2017 to September 26, 2018. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

**RESOLVED:** That the Commission award a sole source contract to Aclara in an amount not to exceed \$32,000.00; and the Executive Director is authorized to execute the necessary contract documents.

4. Authorization to Award a contract to purchase AutoCAD maintenance and technical support from DLT Solutions under a General Services Administration Contract for the period November 8, 2017 to November 7, 2018. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

**RESOLVED:** That the Commission award a contract to DLT Solutions to purchase AutoCAD maintenance and technical support services in an amount not to exceed \$28,000.00; and the Executive Director is authorized to execute the necessary contract documents.

### **Finance**

1. Authorization to advertise for bids for fiscal year 2018, contracts of repetitively purchased goods and non-professional services necessary to maintain continuing operations of the Commission. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

**RESOLVED:** That appropriate members of Staff are authorized to advertise for bids for fiscal year 2018, contracts of repetitively purchased goods and non-professional services necessary to maintain continuing operations of the Commission.

2. Authorization for Boston Trust & Investment Management Company to implement active management in the international developed equity portion of the Commission's OPEB Trust through investing directly in Boston Trust's international developed equity mutual fund converting the portfolio's domestic equity exposure to a separate account from Boston Trust proprietary domestic mutual funds. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

**RESOLVED:** That Boston Trust & Investment Management Company is authorized to manage international developed equity exposure through Walden's International Equity Fund/converting the portfolio's domestic structure.

3. Approval and Adoption of the Issuance Resolution Authorizing the Issuance of Not to Exceed \$75,000,000 Boston Water and Sewer Commission General Revenue and Refunding Bonds, 2017 Series A and Related Matters. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

**RESOLVED:** That the Commission Approve and Adopt the Issuance Resolution to Authorize the issuance of the Commission's General Revenue and Refunding Bonds in an amount not to exceed \$75,000,000.00; and the Executive Director is authorized to execute the relevant documents.

### **V. EXECUTIVE SESSION**

There being no further business to come before this meeting, Chairman Woodall advised the Commissioners that it would be appropriate to go into Executive Session for discussion and approval of the Executive Session Minutes of the August 23, 2017 meeting, Stony Brook Conduit property and Consent Decree Compliance. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

**RESOLVED:** That the Commission go into Executive Session to discuss and approve the Executive Session Minutes of the August 23, 2017 meeting, Stony Brook Conduit property and Consent Decree Compliance; the Commissioners having determined that conducting such business in open meeting would not be in the best interest of the Commission; and further

**RESOLVED:** That the Commission will not reconvene in an open meeting session upon completion of the aforementioned Executive Session; and further

**RESOLVED:** To adjourn this open meeting and meet in Executive Session.


**ADJOURNMENT**

After further discussion, upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

**RESOLVED:** To adjourn.

Adjourned, accordingly, at 9: 54 A.M.

Respectfully submitted,

  
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Henry F. Vitale  
Secretary