

**BOSTON WATER AND SEWER COMMISSION
REGULAR MEETING**

Wednesday, September 26, 2018

I. CALL TO ORDER

A Regular Meeting of the Boston Water and Sewer Commission was called to order at 8:53 A.M. on Wednesday, September 26, 2018, 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 Mses. Gottschalk, and Mahoney of the Commission Staff. Commissioner Woodall acted as Chairman and Mr. Vitale acted as Secretary.

Approval of Minutes

Consideration was given to a draft of the Minutes of the Regular Meeting of the Commission held on Wednesday, August 22, 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 Minutes of the Regular Meeting of the Commission held on Wednesday, August 22, 2018, be, and they hereby are, approved.

Informational Reports

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

Ratification of Disbursements for August 18, 2018 through September 13, 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 actions of those persons authorized by the Commission to execute checks for a total of \$321,126.75 are ratified and approved.

2. August 2018 Change Orders Report.

II. GENERAL MANAGEMENT REPORTS

1. August 2018 Capital Improvement Program Budget Report.
2. Hussein Dayib, Director of Diversity, reported on the status of the ongoing Commission-wide Anti-Bias and Harassment training. Chairman Woodall requested that the training be completed by the October Commission Meeting.
3. August 2018 Monthly Management Report.
4. August 2018 Revenue and Expense Analysis.

III. PROPOSALS AND CONTRACTS

Engineering

1. For Information Only: Project Performance Tracking and Reporting.

2. Authorization to Advertise for Bids for Contract #17-308-006 for Replacement of Water Mains, and Replacement and Rehabilitation of Sewers and Storm Drains in Back Bay/Beacon Hill and City Proper. 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 Advertise for Bids for Contract #17-308-006 for Replacement of Water Mains, and Replacement and Rehabilitation of Sewers and Storm Drains in Back Bay/Beacon Hill and City Proper.

Administration

1. Authorization to Advertise a Three-Year Contract for Janitorial Building Services at the Commission's Headquarters and the Material Handling Facility, 180-220 Alford Street. 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 Advertise a Three-Year Contract for Janitorial Building Services at the Commission's Headquarters and the Material Handling Facility, 180-220 Alford Street.

2. Authorization to Amend Contract #16-201-002 for Overhead Door Preventive Maintenance and Repair Services. 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 Amend Contract #16-201-002 at a cost not to exceed \$95,000.00; and the Executive Director is authorized to execute the necessary contract documents.

3. Authorization to Negotiate a Contract for Design Services for the Replacement of the Vehicle Wash System at the Commission's Headquarters. 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 Negotiate a Contract for Design Services with Weston and Sampson Inc.; and the Executive Director is authorized to execute the necessary contract documents.

Finance

1. Authorization to Advertise for Bids for 2019 Purchase/Service contracts of repetitively purchased goods and non-professional services. 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 Advertise for Bids for 2019 Purchase/Service contracts of repetitively purchased goods

and non-professional services.

2. Authorization to Terminate the Pension Plan's US Small Cap Equity manager (SSGa), and Execute a Contract with Boston Trust and Investment Management Company to manage a US SMID Cap Equity mandate. 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 Terminate the Pension Plan's US Small Cap Equity manager (SSGa), and to Negotiate a Contract with Boston Trust & Investment Management Company to Manage a US SMID Cap Equity mandate; and the Executive Director is authorized to execute the necessary contract documents.

3. Authorization to Negotiate a Contract to Manage a Global Asset Allocation mandate for the Commission's OPEB Trust. 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 Negotiate a Contract with GMO to Manage a Global Asset Allocation mandate for the Commission's OPEB Trust; and the Executive Director is authorized to execute the necessary contract documents.

Legal

1. Authorization to Advertise a Request for Proposals for an external firm to conduct an independent review and assessment of the policies and procedures of the work environment at 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 the Commission is authorized to Advertise a Request for Proposals for an external firm to conduct an independent review and assessment of the policies and procedures of the work environment at the Commission.

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 to discuss and approve the August 22, 2018 Executive Session Minutes, and discussion of the August 22, 2018 Consent Decree Update, and Policy Discussion. 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 August 22, 2018 Executive Session Minutes, and discussion of the September 2018 Consent Decree Update and Policy Discussion; 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 Executive Session; and further

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

Chairman Woodall and Commissioner Stone congratulated John Sullivan on his receipt of a Shattuck Award and an award from the Charles River Watershed Association.

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 9:19 A.M.

Respectfully submitted,

A handwritten signature in cursive script that reads "Henry F. Vitale". The signature is written in dark ink and is positioned above a horizontal line.

Henry F. Vitale
Secretary