

BOSTON WATER AND SEWER COMMISSION

REGULAR MEETING

Monday, March 18, 2019

I. CALL TO ORDER

A Regular Meeting of the Boston Water and Sewer Commission was called to order at 9:17 A.M. on Monday, March 18, 2019 at the office of the Commission, 980 Harrison Avenue, Boston, Massachusetts.

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

Also present for the meeting was a group of students from the Environmental Studies program at Northeastern University.

There was discussion and questions and answers regarding the fire at the New England Casket Company in East Boston on March 15, 2019. Mr. Vitale informed the Board that Commission records and investigation indicate that the Commission's hydrants were in proper working order and that there was sufficient pressure for firefighting purposes.

Administration

Approval of Minutes

Consideration was given to a draft of the Minutes of the Regular Meeting of the Commission held on Monday, February 25, 2019. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone and Commissioner Ali-Salaam, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Ali-Salaam voted yea.

RESOLVED: That the Minutes of the Regular Meeting of the Commission held on Monday, February 25, 2019, be, and they hereby are, approved.

Scott Driscoll, of New England Pension Consultants, made a presentation to the Commissioners regarding the Commission's Pension and OPEB Trust. Discussion and questions and answers followed.

Chairman Woodall advised the members present that he cannot invest on behalf of Putman Investments for the Commission.

Information Reports

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

Ratification of Disbursements for February 20, 2019 through March 8, 2019. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone and Commissioner Ali-

Salaam, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Ali-Salaam voted yea.

RESOLVED: That the actions of those persons authorized by the Commission to execute checks for a total of \$191,846.30 are ratified and approved.

2. Informational Report on Change Orders Granted February 2019.

II. GENERAL MANAGEMENT REPORTS

1. February 2019 Capital Improvement Program Budget Variance Report.
2. February 2019 Monthly Management Report.
3. February 2019 Revenue and Expenses Report.

Paul Canavan, Director of Operations, updated the Commissioners concerning the Commission's response to the water main break on Commonwealth Avenue on March 11, 2019. Mr. Canavan also reported that neighbors complimented the Commission for its efficient response and professional staff.

Bonnie Gottschalk, General Counsel, updated the Commissioners regarding the activities of the Diversity Advisory Committee. Ms. Gottschalk advised the Commissioners that she and Mr. Vitale were invited by the committee to attend the last meeting. The Board was informed about the various plans and ideas on which the Diversity Committee is working.

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 the Replacement of Water Mains and the Replacement and Rehabilitation of Sewers and Drain Pipes in Back Bay/Beacon Hill and City Proper. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Ali-Salaam voted yea.

RESOLVED: That the Commission is authorized to Advertise for Bids for Contract #17-308-006 for the Replacement of Water Mains and the Replacement and Rehabilitation of Sewers and Drain Pipes in Back Bay/Beacon Hill and City Proper.

3. Authorization to utilize Massachusetts State and/or Cooperative Procurement Contracts for the purchase of one (1) Jet Truck, one (1) Crew Cab Vehicle, two (2) Pickup Trucks, one (1) Tow Behind Compressor; and to utilize Sole Source Vendors for the repair of one (1) Vactor Truck (C.N. Wood) and purchase of one (1) loader bucket (Milton Cat). Upon Motion duly made by Chairman Woodall and seconded by Commissioner Ali-Salaam, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Ali-Salaam voted yea.

RESOLVED: That the Commission is authorized to utilize Massachusetts State and/or Cooperative Procurement Contracts for the purchase of one (1) Jet Truck, one (1) Crew Cab Vehicle, two (2) Pickup Trucks, one (1) Tow Behind Compressor; and to utilize Sole Source Vendors for the repair of one (1) Vactor Truck (C.N. Wood) and purchase of one (1) loader bucket (Milton Cat) in an amount not to exceed \$500,000.00; and the Executive Director is authorized to execute the necessary contract documents.

Safety and Training

1. Authorization to Approve and Adopt the updated Policy on Health and Safety. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Ali-Salaam voted yea.

RESOLVED: The Commission Approve and Adopt the updated Policy on Health and Safety.

At this time, the Chairman invited questions from the Northeastern students. Discussion and questions and answers followed. There were remarks by Chairman Woodall and Mr. Vitale.

V. EXECUTIVE SESSION

There being no further business to come before this meeting at this time, Chairman Woodall advised the Commissioners that it would be appropriate to go into Executive Session to discuss and approve the February 25, 2019 Executive Session Minutes, Executive Policy and Litigation. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Ali-Salaam voted yea.

RESOLVED: That the Commission go into Executive Session to discuss and approve the February 25, 2019 Executive Session Minutes, Executive Policy and Litigation; 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 reconvene in an open meeting session upon completion of the Executive Session; and further

RESOLVED: To adjourn this open meeting at 10:00 A.M. and meet in Executive Session.

Thereupon, at 10:20 A.M. the Commissioners reconvened the Open Meeting.

Administration

1. Authorization to revise the 2019 Policy Governing Executive Employees and

approve merit increases for a range of 0-3% for Executive Employees. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Commissioner Stone voted yea, Commissioner Ali-Salaam voted yea and Chairman Woodall voted yea.

RESOLVED: That the 2019 Policy Governing Executive Employees is revised and merit increases for a range of 0-3% for Executive Employees is hereby approved.

LEGAL

B. Contracts

Chairman Woodall next presented for approval the offer of a one-year extension to the Executive Employment Agreement of Henry F. Vitale, Executive Director. Chairman Woodall stated that Mr. Vitale's performance as Executive Director continues to be excellent and that he is entitled to a three percent increase in his base salary. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, Commissioner Stone voted yea and Commissioner Ali-Salaam voted yea.

RESOLVED: That the Board of Commissioners approve a one year extension to the Executive Employment Agreement of Henry F. Vitale; and further

RESOLVED: That Henry F. Vitale shall receive a three percent increase in his base salary.

At this time, Chairman Woodall, Commissioner Stone and Commissioner Ali-Salaam each signed the extension after which Mr. Vitale affixed his signature.

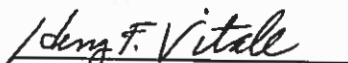
ADJOURNMENT

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

RESOLVED: To adjourn.

Adjourned, accordingly, at 10:30 A.M.

Respectfully submitted,


Henry F. Vitale
Secretary