

**BOSTON WATER AND SEWER COMMISSION
REGULAR MEETING**

Wednesday, October 30, 2019

I. CALL TO ORDER

A Regular Meeting of the Boston Water and Sewer Commission was called to order at 8:47 A.M. on Wednesday, October 23, 2019, at the office of the Commission, 980 Harrison Avenue, Boston, Massachusetts.

Present at the meeting were Commissioner Michael J. Woodall and Commissioner Kathleen Stone constituting a quorum for the transaction of business; Messrs. Canavan, Dayib, Dwyer, Hunt, Piacenza, Steinkrauss, Sullivan, Van Dam, Vitale, and Meses. Hickson, Ma, Mahoney, McSweeney, Smith, and Theodat of the Commission Staff. Commissioner Woodall acted as Chairman and Mr. Vitale acted as Secretary.

Administration

Approval of Minutes

Upon opening of the meeting, consideration was given to a draft of the Minutes of the Regular Meeting of the Commission held on Monday, September 30, 2019. 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 Monday, September 30, 2019, be, and they hereby are, approved.

Information Reports

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

Ratification of Disbursements for September 24, 2019, through October 11, 2019. 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 \$223,943.99 are ratified and approved.

2. September 2019 Change Orders Report.

3. July 1, 2019 – September 30, 2019 Affirmative Action Report.

II. GENERAL MANAGEMENT REPORTS

1. September 2019 Capital Improvement Program Budget Variance Report.

2. September 2019 Monthly Management Report.

3. September 2019 Revenue and Expenses Report.

III. PROPOSALS AND CONTRACTS

Engineering

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

2. Authorization to Submit a Grant Application and Accept a Grant from the Massachusetts Executive Office of Energy and Environmental Affairs for the Municipal Vulnerability Preparedness Program. 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 Submit a Grant Application and Accept a Grant from the Massachusetts Executive Office of Energy and Environmental Affairs.

Administration

1. Authorization to waive public advertisement and award a sole source contract for maintenance and technical support of the Commission's Asset Management Systems for the period of December 1, 2019, to November 30, 2020. 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 Azteca Systems Inc. in an amount not to exceed \$150,000; and the Executive Director is authorized to waive public advertisement and execute the necessary contract documents.

2. Authorization to Negotiate and Execute a contract for purchase of new hardware for the upgrade of BWSC's Oracle Database at Harrison Avenue and disaster recovery Sites. 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 Award a contract to GovConnection Inc. in an amount not to exceed \$159,323.38; and the Executive Director is authorized to execute the necessary contract documents.

3. Authorization to Negotiate and Execute a contract for the replacement of BWSC's disk-based backup systems at Harrison Avenue and disaster recovery sites. 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 Award a Contract to GovConnection Inc. for an amount not to exceed \$254,059.74; and the Executive Director is authorized to execute the necessary contract documents.

Operations

1. Authorization to Advertise and Solicit Proposals for two contracts for Inspection of Sewers and Storm Drains for the Commission's Capacity Management Operations and Maintenance Program. 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 and Solicit Proposals for two contracts for Inspection of Sewers and Storm Drains for the Commission's Capacity Management Operations and Maintenance Program.

2. Authorization to Utilize Massachusetts State Contract CLT08, for the purchase of miscellaneous clothing, footwear, and accessories. 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 Utilize Massachusetts State Contract CLT08 for the purchase of miscellaneous clothing, footwear, and accessories at a cost not to exceed \$135,000 in 2020.

3. Authorization to Utilize Massachusetts State Contract FAC100 for the purchase of industrial, construction, and safety equipment and supplies. 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 Utilize Massachusetts State Contract FAC100 for the purchase of industrial, construction, and safety equipment and supplies at a cost not to exceed \$150,000 in 2020.

4. Authorization to Utilize Massachusetts State Contract VEH93 for the purchase, service, and parts of heavy-duty vehicles. 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 Utilize Massachusetts State Contract VEH93 for the purchase, service, and parts of heavy-duty vehicles at a cost not to exceed \$150,000 in 2020.

5. Authorization to Utilize Massachusetts State Contract VEH96 for the purchase of motorized vehicle parts, re-refined motor oil, re-manufactured antifreeze, and other lubricants. 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 Utilize Massachusetts State Contract VEH96 for the purchase of motorized vehicle parts, re-refined motor oil, re-manufactured antifreeze, and other lubricants at a cost not to exceed \$95,000 in 2020.

Safety

1. Authorization to approve additional funds for New England Water Works Association to provide additional training to Commission employees in 2019. 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 approve additional funds for New England Water Works training to Commission employees in an amount not to exceed \$20,000.00.

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 September 30, 2019, Executive Session Minutes, Litigation, and Employment and Personnel 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 go into Executive Session to discuss and approve the September 30, 2019 Executive Session Minutes, Litigation, and Employment and Personnel matters; 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.

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 9:05 A.M.

Respectfully submitted,



Henry F. Vitale
Secretary