

**BOSTON WATER AND SEWER COMMISSION
REGULAR MEETING
Monday, October 26, 2020**

I. CALL TO ORDER

A Regular Meeting of the Boston Water and Sewer Commission was called to order at 2:01P.M. on Monday, October 26, 2020. Pursuant to the March 12, 2020, Executive Order signed by the Governor of the Commonwealth of Massachusetts suspending certain provisions of the Open Meeting Law, the meeting was conducted virtually. Dial in and meeting identification information were publicly noticed.

Present at the meeting were Commissioner Michael J. Woodall and Commissioner Cathleen Douglas Stone a constituting a quorum for the transaction of business; Messrs. Canavan, Dwyer, Hunt, Piacenza, Sullivan, Van Dam, Vitale, and Ms. Hickson, Ma, McSweeney, Mahoney, Randolph, Theodat, and DiLoreto Smith of the Commission Staff were also present. Commissioner Woodall acted as Chairman and Mr. Vitale acted as Secretary.

At the outset of the meeting, upon Mr. Vitale's request, Mrs. DiLoreto Smith, General Counsel, provided an overview of the format of the meeting. She informed participants that, at the close of the open session, the Commissioners would meet in Executive Session to discuss matters that were not appropriate for discussion in an open forum, and that, following Executive Session, the Commissioners would not reconvene in open session. She also asked whether any other members of the public were on the call and wished to be recognized. There were none.

Administration

Approval of Minutes

Consideration was given to a draft of the Minutes of the Regular Meeting of the Commission held on Monday, September 28, 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 Minutes of the Regular Meeting of the Commission held on Monday, September 28, 2020, be, and they hereby are, approved.

Next, Mr. Sullivan presented information concerning the Commission's rain inundation model, as well as information concerning regulatory sampling and a recent exceedance of the lead action level by five samples out of twenty-five. Mr. Sullivan noted that the Commission has no known public lead service lines, and outlined the regulatory process that is triggered when the action level is exceeded.

Information Reports

1. Disbursement Ratification (Schedules B & D)

Ratification of Disbursements for September 17, 2020, through October 13, 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 actions of those persons authorized by the Commission to execute checks for a total of \$208,304.09 are ratified and approved.

2. Third Quarter 2020 Affirmative Action Plan Report.

II. GENERAL MANAGEMENT ISSUES

1. September 2020 Capital Improvement Program Budget Variance Report.

Mr. Piacenza, the Chief Financial Officer, provided an update on the variance report.

2. September 2020 Monthly Management Report.

Ms. Hickson, Deputy Director of Account Services, provided an update on delinquency accounts.

3. September 2020 Revenue and Expense Analysis.

At this point in the meeting, Mr. Vitale, Mr. Piacenza, Mr. Sullivan, and Ms. McSweeney provided an update concerning the Commission's financial status, direct and capital expenditures, and expectations therefore. Mr. Vitale indicated that the annual public hearing for the Capital Improvement Program was tentatively scheduled for November 24, 2020. In addition, Mr. Van Dam discussed the Commission's work concerning customer payment assistance programs.

III. PROPOSALS AND CONTRACTS

Engineering

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

2. Authorization to Advertise for Bids for Contract #18-308-002 for Water Works Improvements in Back Bay. 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 authorization to Advertise for Bids for Contract #18-308-002 for Water Works Improvements in Back Bay.

3. Authorization to Advertise for Bids for Contract #18-309-004 for Replacement and Rehabilitation of Sewer and Drainpipes in Hyde Park, Mattapan, and Roslindale. 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 authorization to Advertise for Bids for Contract #18-309-004 for Replacement and Rehabilitation of Sewer and Drainpipes in Hyde Park, Mattapan, and Roslindale.

Administration

4. Authorization to Award an Annual Maintenance and Technical Support Services Contract to Be Procured Under a Massachusetts State Contract for the period of January 1, 2021, through December 31, 2021.

RESOLVED: That the Commission is Authorized to award an annual maintenance and technical support contract, procured under a Massachusetts State Contract, to Oracle Corporation in an amount not exceed \$73,000.00 for the period of January 1, 2021, through December 31, 2021; and the Executive Director is authorized to negotiate and execute the necessary contract documents.

5. Authorization to Award a Contract for Maintenance and Technical Support on the Commission's Human Resource/Financial Management System to Be Procured Under a Massachusetts State Contract for the Period of January 1, 2021, through December 31, 2021.

RESOLVED: That the Commission is Authorized to award an annual maintenance and technical support contract, procured under a Massachusetts State Contract, for the Commission's Human Resource/Financial Management System to Oracle Corporation in an amount not exceed \$175,000.00 for the period of January 1, 2021, through December 31, 2021; and the Executive Director is authorized to negotiate and execute the necessary contract documents.

Operations

1. Authorization to Negotiate and Execute a Contract for Water Sampling 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 negotiate and execute a contract with EST Associates, Inc. of Needham, Massachusetts for professional services to maintain the Commission's Safe Drinking Water Act Total Coliform Rule Sampling Program in an amount not to exceed \$321,588.00; and the Executive Director is authorized to negotiate and execute the necessary contract 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 to discuss and approve the September 28, 2020, Executive Session Minutes. 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 28, 2020, Executive Session Minutes; 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 3:05 P.M.

Respectfully submitted,



Henry F. Vitale
Secretary