

**BOSTON WATER AND SEWER COMMISSION**  
**REGULAR MEETING**

Tuesday, December 22, 2020

**I. CALL TO ORDER**

A Regular Meeting of the Boston Water and Sewer Commission was called to order at 2:00 P.M. on Tuesday, December 22, 2020. Under the provisions of G.L. c. 30A, and per the Order signed by the Governor of the Commonwealth of Massachusetts on March 12, 2020, to suspend certain provisions of the open meeting law, this meeting was conducted remotely. The dial in and meeting identification were publicly noticed.

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

Upon opening of the meeting, Mr. Vitale asked Mrs. DiLoreto Smith, General Counsel, to provide an overview of the format of the meeting. Mrs. DiLoreto Smith informed participants that the meeting was being held virtually and in compliance with March 12, 2020, Executive Order suspending certain provisions of the Open Meeting Law. She further informed participants that the Board would meet in Executive Session following the open session, but would not reconvene afterward. She also asked if there were any members of the public who were on the call and who wished to be recognized. There were none.

**Administration**

**Approval of Minutes**

Next, consideration was given to a draft of the Minutes of the Regular Meeting of the Commission held on 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 Minutes of the Regular Meeting of the Commission held on November 30, 2020, be, and they hereby are, approved.

**Informational Reports**

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

Ratification of Disbursements for November 17, 2020 through December 16, 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 \$337,062.03 are ratified and approved.

2. Information Report on Change Orders granted from August 11 through December 15, 2020.

## **II. GENERAL MANAGEMENT REPORTS**

1. November 2020 Capital Improvement Program Budget Variance Report.

At this point in the meeting, Mr. Piacenza, Chief Financial Officer, and Mr. Henry F. Vitale, Executive Director/Treasurer, provided an update concerning the Capital Improvement Budget Variance Report, the 2021 Proposed Expense Budget, and the 2021 Proposed Rate Schedule.

2. October 2020 Monthly Management Report.

3. November 2020 Monthly Management Report.

4. November 2020 Revenue and Expense Analysis.

## **III. PROPOSALS AND CONTRACTS**

### **Engineering**

1. Informational Report – Project Performance Tracking and Reporting.

At this point in the meeting, Chief Engineer John P. Sullivan provided an overview of the information contained in the report.

2. Request for Authorization to Advertise for Bids, Contract Number 21-309-007, Roadway Restoration of Boston Water and Sewer Commission Excavations. 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 bids for a contract for Roadway Restoration of Boston Water and Sewer Commission Excavations, for an estimated cost of \$2,551,305.00.

3. Recommendation to Amend the Contract and Approve Additional Funds for Contract No. 16-309-005, East Boston Sewer Separation – Phase One. 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 amend the contract and approve additional funding for Contract No. 16-309-005, East Boston Sewer Separation – Phase One, in the amount of \$362,238.05.

## Administration

4. Request for Authorization to Award Contract No. 20-201-007 for Fire Alarm and Sprinkler Systems Maintenance and Repair. 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 Contract No. 20-201-007 to Encore Fire Protection in an amount not exceed \$109,176.00 for fire alarm and sprinkler system maintenance for a period of January 1, 2021 through December 31, 2021; and the Executive Director is authorized to negotiate and execute related contract documents.

5. Request for Authorization to Utilize Massachusetts State Contract ITS58, for the Renewal of a Maintenance and Support Agreement for the Commission's Datacenter Virtualization Systems. 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 utilize Massachusetts State Contract ITS58 for the renewal of a maintenance and support Agreement for the Commission's Datacenter Virtualization for the period January 31, 2021 through January 30, 2022, and award the contract to Dell for an amount not to exceed \$97,273.74; and the Executive Director is authorized to execute the necessary contract documents.

6. Request for Authorization to Utilize a Massachusetts State Contract to award a contract to purchase Microsoft Licensing through an Enterprise Agreement from Dell for the year 2021. 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 utilize a Massachusetts State Contract to award a contract to purchase Microsoft Licensing through an Enterprise Agreement from Dell for the period of January 1, 2021 through December 31, 2021, in an amount not to exceed \$280,000; and the Executive Director is authorized to waive public advertising and execute the necessary contract documents.

7. Request for Authorization to Utilize a Massachusetts State Contract to award a contract to purchase wireless and telecommunication services from Verizon Wireless/Verizon New England, Inc. for the year 2021. 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 a Massachusetts State Contract to purchase wireless and telecommunication services from Verizon Wireless/Verizon New England, Inc. for the year 2021 in an amount not to exceed \$267,600.00; and the Executive Director is authorized to waive public advertisement and execute the necessary contract documents.

8. Authorization to Utilize a Massachusetts State Contract to negotiate and award a contract to TPX Communication Services to purchase data communications services for the year 2021. 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 a Massachusetts State Contract to negotiate and award a contract to TPX to purchase data communications services for the year 2021 in an amount not to exceed \$156,000.00; and the Executive Director is authorized to waive public advertisement and execute the necessary contract documents.

9. Authorization to Utilize Massachusetts State Contract, General Service Agreements and Authorized Consortium/Collaborative Agreements for the Purchase of IT hardware and miscellaneous supplies in 2021. 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, General Service Agreements and Authorized Consortium/Collaborative Agreements for the Purchase of IT hardware and miscellaneous supplies in 2021 in an amount not to exceed \$420,000.00; and the Executive Director is authorized to waive public advertisement and execute the necessary contract documents.

## **Finance**

10. Request to Adopt the Proposed 2021-2023 Capital Improvement 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 Adopt the Proposed 2021-2023 Capital Improvement Program.

11. Authorization to adopt the proposed 2021 Rate Schedule, and the Proposed 2021 Current Expense Budget. Upon discussion and Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, and Commissioner Stone voted yea.

**RESOLVED:** The Proposed 2021 Rate Schedule and the Proposed 2021 Current Expenses Budget are hereby adopted.

**Operations**

12. Authorization to Award Contract No. 21-303-005 for Disposal/Reuse of Waste Trench Excavate. 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. 21-303-005 for Disposal/Reuse of Waste Trench Excavate to Mario Susi and Sons in an amount not to exceed \$126,250.00; and the Executive Director is authorized to execute the necessary contract documents.

13. Authorization to Award Contract No. 21-303-006 for Disposal/Reuse of Waste Sewer Cleanings. 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. 21-303-006 for Disposal/Reuse of Waste Sewer Cleanings to W.L. French Excavating Company in an amount not to exceed \$323,764.00; and the Executive Director is authorized to execute the necessary contract documents.

14. Authorization to Award Contract No. 21-303-007 for Disposal/Reuse of Catch Basin Cleanings. 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. 21-303-007 for Disposal/Reuse of Catch Basin Cleanings to W.L. French Excavating Company in an amount not to exceed \$303,660.00; and the Executive Director is authorized to execute the necessary contract documents.

15. Authorization to Utilize a Massachusetts State Contract for the Purchase of 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 is authorized to utilize Massachusetts State Contract CLT08 for the purchase of work clothing in an amount not to exceed \$135,000.00; and the Executive Director is authorized to execute the necessary contract documents.

16. Authorization to Utilize Massachusetts State Contracts ENE 47 & ENE 48 for the Purchase of Biodiesel Fuel and Unleaded Gasoline in 2021. 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 Contracts ENE 47 & ENE 48 for the Purchase of Biodiesel Fuel and Unleaded Gasoline respectively in 2021 in an amount not to exceed \$480,000.00; and the Executive Director is authorized to execute the necessary contract documents.

17. Authorization to Utilize Massachusetts State Contract VEH93 for the Purchase, Service, and Parts of Heavy-Duty Vehicles in 2021. 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 in 2021 in an amount not to exceed \$150,000.00; and the Executive Director is authorized to execute the necessary contract documents.

18. Authorization to Utilize Massachusetts State Contract VEH96 for the Purchase of Motorized Vehicle Parts, Re-refined Motor Oil, Re-manufactured Antifreeze, and Other Lubricants in 2021. 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 2021.

### Safety

19. Authorization for Continued Funding for the Contract between the Commission and the OSHA Education Center at the University of Texas at Arlington to Provide Specialized Safety and Health and Certified Health and Safety Official Certifications for Commission Staff and Authorization to Execute a Contract between the Commission and the University of Texas at Arlington to Provide Specialized Training for the Safety, Health, and Environmental Professional Certification and Two (2) Additional OSHA Safety Courses for Field Employees. 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 Continue Funding for the Contract between the Commission and the OSHA Education Center at the University of Texas at Arlington to Provide Specialized Safety and Health and Certified Health and Safety Official Certifications for Commission Staff in an amount not to exceed \$47,069.00; and Authorized to Execute a Contract between the Commission and the University of

Texas at Arlington to Provide Specialized Training for the Safety, Health, and Environmental Professional Certification and Two (2) Additional OSHA Safety Courses for Field Employees in an amount not to exceed \$41,000.00.

20. Authorization to Utilize New England Water Works Association to Provide Training to Commission employees in 2021. 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 Utilize New England Water Works Association to Provide Training to Commission employees in 2021 in an amount not to exceed \$150,000.00.

#### **IV. 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 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 go into Executive Session to discuss and approve the November 30, 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**

There being no further business to come before the Commission, 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 2:38 P.M.

Respectfully submitted,



Henry F. Vitale  
Secretary