

BOSTON WATER AND SEWER COMMISSION
REGULAR MEETING

Wednesday, January 27, 2021

I. CALL TO ORDER

A Regular Meeting of the Boston Water and Sewer Commission was called to order at 2:00 P.M. on Wednesday, January 27, 2021. 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 not meet in Executive Session following the open session. 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 December 22, 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 December 22, 2020, be, and they hereby are, approved.

Informational Reports

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

Ratification of Disbursements for December 17, 2020 through January 18, 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 actions of those persons authorized by the Commission to execute checks for a total of \$473,208.56 are ratified and approved.

2. Affirmative Action Plan: Fourth Quarter Report for the Period October 1, 2020 through December 31, 2020.

II. GENERAL MANAGEMENT REPORTS

1. December 2020 Capital Improvement Program Budget Variance Report.

At this point in the meeting, Irene McSweeney, Chief of Operations, Nelson Piacenza, Chief Financial Officer, John P. Sullivan, Chief Engineer, and Henry F. Vitale, Executive Director, provided an update on capital projects.

2. December 2020 Monthly Management Report.

Deputy Director of Account Services, Kathleen Hickson, provided an overview concerning delinquent accounts and aged receivables.

III. PROPOSALS AND CONTRACTS

Engineering

1. Informational Report – Project Performance Tracking and Reporting.

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

2. Request for Authorization to Advertise for Bids, Contract Number 17-309-001, Sewerage Drainage, and Water Works Improvements in City Proper, Hyde Park, South Boston, and West Roxbury. 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 Sewerage Drainage, and Water Works Improvements in City Proper, Hyde Park, South Boston, and West Roxbury.

Administration

3. Request for Authorization to Advertise for Proposals for a Two-Year Contract for Security Guard 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 proposals for security guard services at the Commission's Headquarters at 980 Harrison Avenue and at the Commission's Materials Handling Facility at 180-220

Alford Street for an approximate cost of \$600,000 for two years.

Operations

4. Request to Waive Public Advertisement and Award Sole Source Contracts for Fleet Specialized Parts and Services 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 Waive Public Advertisement and award the following sole source contracts for Fleet specialized parts and services in 2021: C.N. Wood Company (vactors), \$80,000.00; J.F. McDermott (jets), \$30,000.00; Stetco (catch basin cleaners & cranes), \$15,000.00; and Milton CAT (CAT manufactured equipment), \$60,000.00; and the Executive Director is authorized to execute the necessary contract documents.

5. Authorization to Utilize the Current Approved Commonwealth of Massachusetts State Contract FAC100 for 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 is authorized to utilize Massachusetts State Contract FAC100 for the purchase of industrial, construction, and safety equipment and supplies in an amount not to exceed \$150,000.00; and the Executive Director is authorized to execute the necessary contract documents.

6. Authorization to Utilize the Current Approved Commonwealth of Massachusetts State Contract VEH109 for Tires and Tubes, New and Retread, 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 Massachusetts State Contract VEH109 for the purchase of tire and tubes, new and retread, in an amount not to exceed \$55,000.00; and the Executive Director is authorized to execute the necessary contract documents.

At this point in the meeting, Hussein Dayib, Director of Organizational Diversity, provided an overview of the information contained in the Fourth Quarter Affirmative Action report.

In addition, Marie Armel-Theodat, Director of Human Resources, and Peter Hunt, Chief Information Officer, provided information related to on-site capacity and technology enabling remote work.

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 2:35 P.M.

Respectfully submitted,



Henry F. Vitale
Secretary