

## **BOSTON WATER AND SEWER COMMISSION**

### **REGULAR MEETING**

Wednesday, July 28, 2021

#### **I. CALL TO ORDER**

A Regular Meeting of the Boston Water and Sewer Commission was called to order at 2:01 P.M. on Wednesday, July 28, 2021. Under the provisions of G.L. c 30A, and per the Act Extending Certain COVID-19 Measures Adopted During the State of Emergency, which was signed into law by the Governor of the Commonwealth of Massachusetts on June 16, 2021, which suspends certain provisions of the open meeting law until April 22, 2022, this meeting was conducted remotely. The dial in and meeting identification were publicly noticed.

Present at the remote meeting were Commissioner Michael J. Woodall, Commissioner Cathleen Stone, and Commissioner Thomas Keady, constituting a quorum for the transaction of business; Messrs. Canavan, Dwyer, Hunt, Piacenza, Sullivan, Van Dam, Vitale, and Mses. Hickson, Ma, McSweeney, Randolph, 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 the Act Extending Certain COVID-19 Measures Adopted During the State of Emergency extending the suspension of certain provisions of the Open Meeting Law. She further informed participants that the Board would meet in Executive Session following the open session to approve the minutes from the May Executive Session and would not reconvene thereafter.

Following this introduction, Mr. Vitale asked Mrs. DiLoreto Smith and Ms. Theodat to provide an update on the Commission's efforts as they relate to the COVID-19 pandemic and the Delta variant, including reopening plans, proposals for the future, and Mrs. DiLoreto Smith and Ms. Theodat did so.

#### **Approval of Minutes**

Next, consideration was given to a draft of the Minutes of the Regular Meeting of the Commission held on June 28, 2021. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, Commissioner Stone voted yea and Commissioner Keady voted yea.

**RESOLVED:** That the Minutes of the Regular Meeting of the Commission held on June 28, 2021, be, and they hereby are, approved.

## **Informational Reports**

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

Ratification of Disbursements for June 15, 2021 through July 14, 2021. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Keady voted yea.

**RESOLVED:** That the actions of those persons authorized by the Commission to execute checks for a total of \$328,159.03 are ratified and approved.

## **II. GENERAL MANAGEMENT REPORTS**

### 1. June 2021 Capital Improvement Program Budget Variance Report.

Chief Financial Officer Nelson Piacenza provided an overview of the information contained in the report. In addition, Chief Engineer John Sullivan provided an update on capital project status, and he and Chief of Operations Irene McSweeney provided information concerning rainfall issues and flooding.

### 2. June 2021 Monthly Management Report.

Deputy Director of Account Services, Kathleen Hickson, provided information concerning delinquent accounts, accounts receivable, and aged receivables. Chief Engineer John Sullivan provided information concerning his recent testimony before the United States Congress on July 21, 2021. Finally, Chief Information Officer Peter Hunt provided an update concerning cyber security.

### 3. June 2021 Revenue and Expense Analysis.

Here, Chief Financial Officer Nelson Piacenza provided an overview and status update on the Commission's revenues, highlighting information contained in the analysis, as well as provided an update on the Commission's recent bond transaction.

## **III. PROPOSALS AND CONTRACTS**

### **Engineering**

1. Informational Report – Project Performance Tracking and Reporting.
2. Recommendation for Authorization to Amend Contract Number 14-206-002, with Stantec Consulting Services, Inc. for Professional Services for the Design of Water and Sewerage Works. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Keady voted yea.

**RESOLVED:** That the Commission is authorized to amend Contract Number 14-206-002, with Stantec for professional services for the design of water and sewerage works in the amount of \$162,423.77, a 15% increase, for a total amount of \$1,212,378.25.

3. Request to for Authorization to Negotiate and Execute Contract Number 21-206-001, Sewer System Evaluation Survey in Jamaica Plain. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Keady voted yea.

**RESOLVED:** That the Commission is authorized to negotiate Contract Number 21-206-001 with Wright-Pierce for conducting a Sewer System Evaluation Survey (SSES) of the sanitary sewer system in Jamacia Plain for an amount not to exceed \$747,793.00; and the Executive Director is authorized to execute the necessary contract documents.

#### **Organizational Diversity**

4. Request for Approval for the Engagement of the Employee Assistance Program (EAP). Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Keady voted yea.

**RESOLVED:** That the Commission is authorized to enter into a three-year municipal agreement with the City of Boston's Employee Assistance Program to provide services to Commission employees at a total cost not to exceed \$225,000.00; and the Executive Director is authorized to execute the necessary agreement documents.

#### **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 May 26, 2021, meeting. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Keady voted yea.

**RESOLVED:** That the Commission go into Executive Session to discuss and approve the Executive Session Minutes of the May 26, 2021, meeting; 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 open session upon completion of the Executive Session; and further

**RESOLVED:** To adjourn this open meeting at 2:51 P.M. and meet in Executive Session.

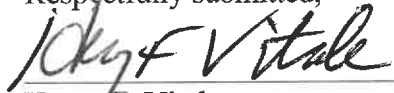
**ADJOURNMENT**

There being no further business to come before the Commission, after further discussion and upon Motion duly made by Chairman Woodall and seconded by Commissioner Stone, Chairman Woodall voted yea, Commissioner Stone voted yea, and Commissioner Keady voted yea.

**RESOLVED:** To adjourn.

Adjourned, accordingly, at 2:51 P.M.

Respectfully submitted,



Henry F. Vitale  
Secretary