

BOSTON WATER AND SEWER COMMISSION
REGULAR MEETING

Wednesday, March 23, 2022

I. CALL TO ORDER

A Regular Meeting of the Boston Water and Sewer Commission was called to order at 2:12 P.M. on Wednesday, March 23, 2022, at the office of the Commission, 980 Harrison Avenue, Boston, Massachusetts. 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 February 15, 2022, which suspends certain provisions of the open meeting law, this meeting was conducted remotely. The dial in and meeting identification were publicly noticed.

Present at the meeting were Commissioner Michael J. Woodall, and Commissioner Thomas Keady constituting a quorum for the transaction of business; Messrs. Canavan, Dayib, Hognlund, Hunt, LaMarca, Petruzzello, Piacenza, Sullivan, Van Dam, Vitale, and Meses. Hickson, Ma, Mahoney, McSweeney, Randolph, and Theodat of the Commission Staff. Commissioner Woodall acted as Chairman and Mr. Vitale acted as Secretary. Also present were two members of the public.

Upon opening the meeting Mr. Vitale asked Chairman Woodall to give an overview of the format of the meeting. Chairman Woodall informed participants that the meeting was being held virtually and that at the conclusion of the open session the Board would meet in Executive Session and would then reconvene in open session following Executive Session.

Administration

Approval of Minutes

Consideration was given to a draft of the Minutes of the Regular Meeting of the Commission held on Tuesday, February 23, 2022. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, and Commissioner Keady voted yea.

RESOLVED: That the Minutes of the Regular Meeting of the Commission held on Tuesday, February 23, 2022, be, and they hereby are, approved.

Information Reports

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

Ratification of Disbursements for February 14, 2022, through March 12, 2022. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall 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 \$311,642.96 are ratified and approved.

II. GENERAL MANAGEMENT REPORTS

1. February 2022 Capital Improvement Program Budget Variance Report.

2. February 2022 Monthly Management Report.
3. February 2022 Revenue and Expense Analysis Report.

III. PROPOSALS AND CONTRACTS

Engineering

1. Request for Authorization to Advertise Contract No. 18-309-001, Replacement and Rehabilitation of Water, Sewer and Drain Pipes in Fenway/Kenmore. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, and Commissioner Keady voted yea.

RESOLVED: That the Commission is authorized to advertise Contract No. 18-309-001, for replacement and rehabilitation of water, sewer and drain pipes in Fenway/Kenmore.

2. Request for Authorization to Negotiate and Execute Contract No. 21-206-004 for Professional Services for Water System Model Update and Asset Evaluation. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, and Commissioner Keady voted yea.

RESOLVED: That the Commission is authorized to negotiate and execute Contract No. 21-206-004, with CDM Smith, Inc. for professional services for water system model update and asset evaluation in an amount not to exceed \$500,000.00; and the Executive Director is authorized to execute the necessary contract documents.

3. Request for Authorization to Advertise Contract No. 21-308-003, Replacement and Rehabilitation of Water, Sewer and Drain Pipes in City Proper. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, and Commissioner Keady voted yea.

RESOLVED: That the Commission is authorized to advertise Contract No. 21-308-003, replacement and rehabilitation of water, sewer and drain pipes in City Proper.

4. Request for Authorization to Solicit Proposals for a Professional Services Contract No. 22-206-006, for Traffic Management Plan Design Services for a three-year period. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, and Commissioner Keady voted yea.

RESOLVED: That the Commission is authorized to solicit proposals for professional services Contract No. 22-206-006 for traffic management plan design services for a three-year period.

5. Request for Authorization to Award Contract No. 22-309-004, Sewer and Drain Condition Monitoring in the City of Boston. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, and Commissioner Keady voted yea.

RESOLVED: That the Commission is authorized to award Contract No. 22-309-004, to National Water Main Cleaning for sewer and drain condition monitoring in the City of Boston at a cost not to exceed \$461,760.60; and the Executive Director is authorized to execute the necessary contract documents.

6. Request for Authorization to Advertise Contract No. 22-309-002, for Professional Services for Planning, Design and Construction Supervision Services Associated with BWSC Sewer System Regulator Modifications. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, and Commissioner Keady voted yea.

RESOLVED: That the Commission is authorized to advertise Contract No. 22-309-002 for professional services for planning, design and construction supervision services Associated with BWSC sewer system modifications.

Administration

1. Request for Authorization to Advertise a Request for Proposals for a New Entry Door System at Boston Water and Sewer Commission Headquarters. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, and Commissioner Keady voted yea.

RESOLVED: That the Commission is authorized to advertise a request for proposals for the construction of a new entry door system at the Commission's Headquarters Building located at 980 Harrison Avenue, Boston, Massachusetts.

2. Request for Authorization to Advertise a Thirty (30) Month Contract for Carpet Cleaning Services at the Commission's Headquarters Building, 980 Harrison Avenue. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, and Commissioner Keady voted yea.

RESOLVED: That the Commission is authorized to advertise a thirty (30) month contract for carpet cleaning services at the Commission's Headquarters Building, 980 Harrison Avenue.

3. Request for Authorization to Advertise a Thirty-One (31) Month Contract for Elevator Preventative Maintenance and Repair Services. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, and Commissioner Keady voted yea.

RESOLVED: That the Commission is authorized to advertise a thirty-one (31) month contract for elevator preventative maintenance and repair services.

4. Request for Authorization to Advertise a Two-Year Contract for Interior Painting Services. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, and Commissioner Keady voted yea.

RESOLVED: That the Commission is authorized to advertise a two-year contract for interior painting services.

5. Request for Authorization to Negotiate and Executive a Contract for a Customer Information/Billing System. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, and Commissioner Keady voted yea.

RESOLVED: That the Commission is authorized to negotiate a Contract with Itineris for development and support services for the UMAX customer information/billing system in an amount not to exceed \$800,000.00; and the Executive Director is authorized to execute the necessary contract documents;

RESOLVED: That the Commission is authorized to waive the advertisement requirement and purchase these services from the sole source provider.

6. Request for Authorization to Negotiate and Executive a Contract for Professional Services related to a Construction Project Management System. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, and Commissioner Keady voted yea.

RESOLVED: That the Commission is authorized to negotiate a Contract with Anser Advisory for professional services to provide assistance in requirements assessment, evaluation, acquisition, and implementation management of a construction project management system an amount not to exceed \$749,709; and the Executive Director is authorized to execute the necessary contract documents;

Operations

1. Request for Authorization to Approve Additional Funds for Contract No. 19-309-014, Sewerage and Drainage Works Improvements in East Boston, Jamaica Plain, Mattapan and Roxbury. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, and Commissioner Keady voted yea.

RESOLVED: That the Commission is authorized to approve additional funds in the amount of \$166,987.08 for Contract No. 19-309-014, for sewerage and drainage works improvements in East Boston, Jamaica Plain, Mattapan and Roxbury raising the total cost of the contract to \$2,778,769.79; and the Executive Director is authorized to execute the necessary contract documents.

Organizational Diversity

1. Request for Authorization to Approve Disparity Study Recommendations. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, and Commissioner Keady voted yea.

RESOLVED: That the Disparity Study Recommendation, be and hereby are approved.

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 to approve the draft of the February 23, 2022, Executive Session Minutes, and certain other matters. Upon Motion duly by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, and Commissioner Keady voted yea.

RESOLVED: That the Commission go into Executive Session to approve the draft of the February 23, 2022, Executive Session Minutes and certain other matters, the Commission 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 reconvene in an open meeting session upon completion of the Executive Session; and further

RESOLVED: To adjourn this open meeting at 3:02 P.M. and meet in Executive Session

Thereupon, at 3:14 P.M. the Commissioners reconvened the Open Meeting.

1. Ratification and Approval of the 2022 Boston Water and Sewer Commission Executive Policy. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, and Commissioner Keady voted yea.

RESOLVED: That the 2022 Boston Water and Sewer Executive Policy is ratified and approved;

RESOLVED: That the addition of language authorizing the creation of an Executive Employee Sick Leave Bank to the 2022 Boston Water and Sewer Executive Policy is not ratified and approved but will be revisited at a later time.

2. General Counsel Robert LaMarca presented for approval the offer of a one-year extension to the Executive Employment Agreement of Henry F. Vitale, Executive Director. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, and Commissioner Keady voted yea.

RESOLVED: That the Board of Commissioners approve a one-year extension to the Executive Employment Agreement of Henry F. Vitale;

RESOLVED: That the Board of Commissioners approve a three percent increase to the base salary of Henry F. Vitale.

3. General Counsel Robert LaMarca presented for approval the offer of a one-year extension to the Executive Employment Agreement of John P. Sullivan, Chief Engineer. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Keady, Chairman Woodall voted yea, and Commissioner Keady voted yea.

RESOLVED: That the Board of Commissioners approve a one-year extension to the Executive Employment Agreement of John P. Sullivan;

RESOLVED: That the Board of Commissioners approve a three percent increase to the base salary of John P. Sullivan.

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 Keady, Chairman Woodall voted yea, and Commissioner Keady voted yea.

RESOLVED: To adjourn.

Adjourned, accordingly, at 3:16 P.M.

Respectfully submitted,



Henry F. Vitale
Secretary