

BOSTON WATER AND SEWER COMMISSION

REGULAR MEETING

Thursday, September 29, 2022

I. CALL TO ORDER

A Regular Meeting of the Boston Water and Sewer Commission was called to order at 9:01 a.m. A.M. on Thursday, September 29, 2022, at the office of the Commission, 980 Harrison Avenue, Boston, Massachusetts. Under the provisions of G.L. c. 30A, and per an Act Extending Certain State of Emergency Accommodations, which was signed into law by the Governor of Massachusetts or his designee on July 16, 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, Commissioner Thomas Keady and Commissioner Cook constituting a quorum for the transaction of business; Messrs. Canavan, Dayib, Hogle, Hunt, LaMarca, Petruzzello, Piacenza, Sullivan, Van Dam, Vitale, and Ms. Hickson, Ma, Mahoney, McSweeney, Randolph and Theodat of the Commission Staff. Commissioner Woodall acted as Chairman and Mr. Vitale acted as Secretary. Also present was a member 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 not be meeting in Executive Session.

Administration

Approval of Minutes

Consideration was given to a draft of the Minutes of the Regular Meeting of the Commission held on Thursday, August 25, 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 Thursday, August 25, 2022, be, and they hereby are, approved.

Information Reports

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

Ratification of Disbursements for the period of August 15, 2022, through September 14, 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 \$304,362.03 are ratified and approved.

II. GENERAL MANAGEMENT REPORTS

1. August 2022 Capital Improvement Program Budget Variance Report.
2. August 2022 Monthly Management Report.

3. August 2022 Revenue and Expense Analysis.

III. PROPOSALS AND CONTRACTS

Engineering

1. Request for Authorization to Advertise for Bids for Contract No. 19-309-004, Rehabilitation and Replacement of Water, Sewer and Drain Pipes in Allston/Brighton. 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 for bids for Contract No. 19-309-004, rehabilitation and replacement of water, sewer and drain pipes in Allston/Brighton.

2. Request for Authorization to Amend Contract No. 20-206-003, for Stormwater Monitoring and Model Validation Project. 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 amend Contract No. 20-206-003, stormwater monitoring and model validation project, in the amount of \$165,755.00 for a new contract total of \$2,105,775.00; and the Executive Director is authorized to execute the necessary contract documents.

3. Request for Authorization to Advertise a Request for Proposals, for Professional Services for the Design of Sewerage and Water Works Improvements. 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 professional services for the design of sewerage and water works improvements.

4. Request for Authorization to Solicit Proposals to Update, Recalibrate, Maintain and Support the Commission's Sewer and Drain Models. 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 to update, recalibrate, maintain, and support the Commission's sewer and drain models.

Administration

1. Request for Authorization to Extend Contract No. 20-201-001, HVAC Maintenance and Service Repairs for Twelve (12) Months. 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 extend Contract No. 20-201-001, HVAC Maintenance and Service Repairs, for a twelve (12) month period from January 1, 2023, through December 31,

2023, in an amount not to exceed \$120,216.00; and the Executive Director is authorized to execute the necessary contract documents.

Operations

1. Request for Authorization to Advertise Contract No. 22-308-006, Excavation for Identification of Water 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 Contract No. 22-308-006, excavation for identification of water services.

Finance

1. Request for Authorization to Solicit Bids/Proposals for the 2023 Purchase/Service Contracts. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Cook, Chairman Woodall voted yea, and Commissioner Cook voted yea.

RESOLVED: That the Commission is authorized to solicit bids/proposals for the 2023 purchase/service contracts.

2. Request for Authorization to Utilize the Massachusetts State Contract OFF47, for the Purchase of Billing Envelopes. 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 utilize Massachusetts State Contract OFF47 and award a one-year contract to Baystate Envelope, a woman owned business enterprise for the purchase of billing envelopes at a cost not to exceed \$57,360.00; and the Executive Director is authorized to execute the necessary contract documents.

3. Request for Authorization to Extend Contract No. 15-207-003, to Study the Feasibility for the Development and Implementation of a Stormwater Management Fee. 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 extend Contract No. 15-207-003, with Raftelis Financial Consultants for the study of the feasibility for the development and implementation of a stormwater management fee in the amount of \$459,048.00 for a new contract of \$2,014,654.00 through December 2024; and the Executive Director is authorized to execute the necessary contract documents.

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 9:41 A.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "H. F. Vitale", written over a horizontal line.

Henry F. Vitale
Secretary