

## **BOSTON WATER AND SEWER COMMISSION**

### **REGULAR MEETING**

Wednesday, January 22, 2025

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

A Regular Meeting of the Boston Water and Sewer Commission was called to order at 10:03 A.M. on Wednesday, January 22, 2025, at the executive offices of the Commission, 980 Harrison Avenue, Boston, Massachusetts in its large executive conference room. Under the provisions of Chapter 2 of the Acts of 2023, signed into law by the Governor on March 29, 2023, further extending certain provisions of the Open Meeting law until March 31, 2025, this meeting was also conducted remotely. The dial in and meeting identification were publicly noticed.

Present at the meeting were Commissioner Michael J. Woodall, Commissioner Armindo Goncalves and Commissioner Christopher Cook constituting a quorum for the transaction of business; Messrs. Berkeley, Dayib, Hoglund, Hunt, Gabrick, Rossi, J. Sullivan, Vitale, and Mses. Ma, Mahoney, McSweeney, and Randolph of the Commission Staff. Commissioner Woodall acted as Chairman and Mr. Vitale acted as Secretary. Also present were Special Counsel Luthin (online), and Commission staff (online).

Upon opening the meeting Mr. Vitale informed participants that the meeting was being held in person and virtually and that the Commission would be moving to meet in Executive Session at the start of the regular meeting.

#### **Administration**

##### **Approval of Minutes**

Consideration was given to a draft of the Minutes of the Regular Meeting of the Commission held on Thursday, December 19, 2025. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Cook and Commissioner Goncalves, Chairman Woodall voted yea, Commissioner Goncalves voted yea and Commissioner Cook voted yea.

**RESOLVED:** That the Minutes of the Regular Meeting of the Commission held on Thursday, December 19, 2024, be, and they hereby are approved.

#### **EXECUTIVE SESSION**

The Executive Director advised the Commissioners that it would be appropriate to go into Executive Session to discuss certain matters related to personnel issues. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Goncalves and Commissioner Cook, Chairman Woodall voted yea, Commissioner Goncalves voted yea and Commissioner Cook voted yea.

**RESOLVED:** That the Commission go into Executive Session to discuss certain matters, related to personnel issues 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 10:06 A.M. and meet in Executive Session

Thereupon, at 10:24 A.M. the Commissioners reconvened the Open Meeting.

**I. Informational Reports**

**The Commission accepted the following informational reports:**

1. Miscellaneous Disbursements (Schedules A, B, C & D) in the amount of \$661,987.47.
2. Affirmative Action Plan Fourth Quarter Report for the period of October 1, 2024, through December 31, 2024.

**II. GENERAL MANAGEMENT REPORTS**

**The Commission accepted the following general management reports:**

1. December 2024 Capital Improvement Program Budget Variance Report.
2. December 2024 Monthly Management Report.

**III. PROPOSALS AND CONTRACTS**

**Engineering**

1. Request for Authorization to Advertise Contract No. 22-309-001, Replacement of Water Pipe, Replacement and Rehabilitation of Sewer Pipes in Roslindale and West Roxbury. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Goncalves and Commissioner Cook, Chairman Woodall voted yea, Commissioner Goncalves voted yea and Commissioner Cook voted yea.

**RESOLVED:** That the Commission is authorized to advertise Contract No. 22-309-001, for replacement of water pipe, replacement and rehabilitation of sewer pipes in Roslindale and West Roxbury.

2. Request for Authorization to Advertise Contract No. 24-308-001, Replacement of Water Pipes in City Proper. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Goncalves and Commissioner Cook, Chairman Woodall voted yea, Commissioner Goncalves voted yea and Commissioner Cook voted yea.

**RESOLVED:** That the Commission is authorized to advertise Contract No. 24-308-001, for replacement of water pipes in City Proper.

3. Request for Authorization to Solicit Proposals to Continue the Commission's CSO Public Notification Program for a Three-Year Period, with an option for two (2) one-year extensions. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Goncalves and Commissioner Cook, Chairman Woodall voted yea, Commissioner Goncalves voted yea and Commissioner Cook voted yea.

**RESOLVED:** That the Commission is authorized to Solicit Proposals for to continue the Commission's CSO public notification program for a three-year period, with an option for two (2) one-year extensions.

### **Administration**

1. Request for Authorization to Reject the Lowest Bid for Contract No. 24-201-005, for Janitorial Services and further for Authorization to Award Contract No. 24-201-005, to the next responsive bidder. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Goncalves and Commissioner Cook, Chairman Woodall voted yea, Commissioner Goncalves voted yea and Commissioner Cook voted yea.

**RESOLVED:** That the Commission is authorized to reject the lowest bid from Los Mellos Services for Contract No. 24-201-005, Janitorial Services; and further

**RESOLVED:** That the Commission is authorized to award Contract No. 24-201-005, for Janitorial Services from March 1, 2025, through December 31, 2027, to M&M Contract Cleaning, Inc. in an amount not to exceed \$938,815.00; and the Executive Director is authorized to execute the necessary contract documents.

2. Request for Authorization to Advertise Proposals for Security Guard Services. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Goncalves and Commissioner Cook, Chairman Woodall voted yea, Commissioner Goncalves voted yea and Commissioner Cook voted yea.

**RESOLVED:** That the Commission is authorized to advertise a three-year contract, with an option to extend twice in one-year increments for security guard services at the Commission's Headquarters Building and Material handling Facility.

### **Operations**

1. Request for Authorization to Award Contract No. 25-103-003, for the Purchase of Liquid Asphalt Blend Cold Patch. Upon Motion duly made by Commissioner Woodall and seconded by Commissioner Goncalves and Commissioner Cook, Chairman Woodall voted yea, Commissioner Goncalves voted yea and Commissioner Cook voted yea.

**RESOLVED:** That the Commission is authorized to award Contract No. 25-103-003, for the purchase of liquid asphalt blend cold patch to T.L. Edwards Inc. in an amount not to exceed \$74,500.00; and the Executive Director is authorized to execute the necessary contract documents.

2. Request for Authorization to Advertise Contract No. 25-103-004, for the Purchase of Standard Fire Hydrants and Accessories. 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 advertise Contract No. 25-103-004, for a three-year contract for the purchase of standard fire hydrants and accessories.

3. Request for Authorization to Advertise a Request for Proposals for Implementation of Fleet Enhancements. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Goncalves and Commissioner Cook, Chairman Woodall voted yea, Commissioner Goncalves voted yea and Commissioner Cook voted yea.

**RESOLVED:** That the Commission is authorized to solicit proposals for the development of standard operating procedures, a safety training program and implementation of enhancements for the Commission's Fleet Operation.

### **Finance**

1. Request for Authorization to Extend the Current Agreement with Unibank Fiscal Advisory Services, Inc. for Two Additional Years Through February 28, 2027. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Goncalves and Commissioner Cook, Chairman Woodall voted yea, Commissioner Goncalves voted yea and Commissioner Cook voted yea.

**RESOLVED:** That the Commission is authorized to extend the current agreement with Unibank Fiscal Advisory Services, Inc. for Two Additional Years Through February 28, 2027, at no additional cost; and the Executive Director is authorized to execute the necessary contract documents.

### **Human Resources**

1. Request for Authorization to Award a Three-Year Contract to Advantage Drug Testing, LLC for the Administration of the Commission's Pre-Employment Drug and Alcohol Testing Program and Pre-Employment Physicals. Upon Motion duly made by Commissioner Woodall and seconded by Commissioner Goncalves and Commissioner Cook, Chairman Woodall voted yea, Commissioner Goncalves voted yea and Commissioner Cook voted yea.

**RESOLVED:** That the Commission is authorized to award Three-Year Contract to Advantage Drug Testing, LLC for the Administration of the Commission's Pre-Employment Drug and Alcohol Testing Program and Pre-Employment Physicals in an amount not to exceed \$150,000.00; and the Executive Director is authorized to execute the necessary contract documents.

### **Legal**

1. Request for Authorization to Award Professional Services Contract No. 24-207-001, for Worker's Compensation Claims Administration Services. Upon Motion duly made by Commissioner Woodall and seconded by Commissioner Goncalves and Commissioner Cook, Chairman Woodall voted yea, Commissioner Goncalves voted yea and Commissioner Cook voted yea.

**RESOLVED:** That the Commission is authorized to award professional services Contract No. 24-207-001, for a three-year period with an option for two (2) one-year extensions for worker's compensation claims administrative services to FutureComp in an amount not to exceed \$250,000.00; and the Executive Director is authorized to execute the necessary contract documents.

**ADJOURNMENT**

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

**RESOLVED:** To adjourn.

Adjourned, accordingly, at 10:46 A.M.

Respectfully submitted,

  
Henry F. Vitale  
Secretary