

**BOSTON WATER AND SEWER COMMISSION**  
**REGULAR MEETING**

Tuesday, July 22, 2025

**I. CALL TO ORDER**

A Regular Meeting of the Boston Water and Sewer Commission was called to order at 10:05 A.M. on Tuesday, July 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 2025, signed into law by the Governor on March 28, 2025, further extending certain provisions of the Open Meeting law until June 30, 2027, this meeting was also conducted remotely. The dial in and meeting identification were publicly noticed.

Present at the meeting were Commissioner Michael J. Woodall and Commissioner Armindo Goncalves constituting a quorum for the transaction of business; Messrs, Berkeley, Dayib, Hogle, Gabrick, Rossi, Salvatore, Petruzzello, Poras, Vitale, and Ms. Ma, McSweeney, Pedersen, and Randolph of the Commission Staff. Commissioner Woodall acted as Chairman and Mr. Vitale acted as Secretary. Also present were Commission staff (online) and Ms. Elysha Brown (in person).

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.

**EXECUTIVE SESSION**

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

**RESOLVED:** That the Commission go into Executive Session to discuss certain matters, related to policies and other 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 10:15 A.M. the Commissioners reconvened the Open Meeting.

**Administration**

**Approval of Minutes**

Consideration was given to a draft of the Minutes of the Regular Meeting of the Commission held on Wednesday, June 25, 2025. Upon Motion duly made by Commissioner Goncalves and seconded by Chairman Woodall, Chairman Woodall voted yea and Commissioner Goncalves voted yea.

**RESOLVED:** That the Minutes of the Regular Meeting of the Commission held on Wednesday, June 25, 2025, be, and they hereby are approved.

**I. Informational Reports**

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

1. Miscellaneous Disbursements (Schedules A, B & D) in the amount of \$408,273.19.
2. Affirmative Action Plan Second Quarter Report for the Period April 01, 2025, through June 30, 2025.

**II. GENERAL MANAGEMENT REPORTS**

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

1. June 2025 Capital Improvement Program Budget Variance Report.
2. June 2025 Monthly Management Report.
3. June 2025 Revenue and Expense Analysis.

**III. PROPOSALS AND CONTRACTS**

**Engineering**

1. Request for Authorization to Negotiate and Award Contract No. 25-206-002, for the Commission's Combined Sewer Overflow ("CSO") Public Notification Program. Upon Motion duly made by Commissioner Goncalves and seconded by Chairman Woodall, Chairman Woodall voted yea and Commissioner Goncalves voted yea.

**RESOLVED:** That the Commission is authorized to negotiate and award Contract No. 25-206-002 for the Commission's CSO Public Notification Program to ADS, LLC, in an amount not to exceed \$1,808,168.00 for a three-year period with an option for two one-year extensions; and the Executive Director is authorized to execute the necessary contract documents.

2. Request for Authorization to Renew a Service Agreement for the Monitoring of Flow and Pressure Data from MWRA Water Meters. Upon Motion duly made by Commissioner Goncalves and seconded by Chairman Woodall, Chairman Woodall voted yea and Commissioner Goncalves voted yea.

**RESOLVED:** That the Commission is authorized to utilize an option to renew a one-year service agreement with Aqua Site to continue a monitoring and early warning system using the MWRA water supply meters for an amount not to exceed \$38,280.00; and the Executive Director is authorized to execute the necessary contract documents.

## **Administration**

1. Request for Authorization to Amend and Extend Contract No. 20-201-005A, for Owner's Project Management. Upon Motion duly made by Commissioner Goncalves and seconded by Commissioner Woodall, Chairman Woodall voted yea and Commissioner Goncalves voted yea.

**RESOLVED:** That the Commission is authorized to extend Contract No 20-201-005A, Owner's Project Management with PMA Consultants for a one-year period and to amend the contract amount by \$270,142.00 for a new contract total of \$1,225,642.00; and the Executive Director is authorized to execute the necessary contract documents.

2. Request for Authorization to Amend Contract No. 23-207-001, for Professional Implementation Services. Upon Motion duly made by Commissioner Goncalves and seconded by Commissioner Woodall, Chairman Woodall voted yea and Commissioner Goncalves voted yea and.

**RESOLVED:** That the Commission is authorized to amend Contract No 23-207-001 for professional implementation services for the replacement of the Commission's project management systems with Kahua Inc and extend the completion date to August 31, 2025 and approve additional funding in the amount of \$68,950.00 for a new contract total of \$871,984.00; and the Executive Director is authorized to execute the necessary contract documents.

3. Request for Authorization to Advertise Contract No. 25-201-006, Repairs to Garage Floors at BWSC Headquarters. Upon Motion duly made by Commissioner Goncalves and seconded by Chairman Woodall, Chairman Woodall voted yea and Commissioner Goncalves voted yea.

**RESOLVED:** That the Commission is authorized to advertise Contract No. 25-201-006, repairs to garage floors at BWSC Headquarters.

4. Request for Authorization to Advertise Contract No. 25-309-005, Rehabilitation of the New Boston Main Interceptor – Phase III. Upon Motion duly made by Commissioner Goncalves and seconded by Chairman Woodall, Chairman Woodall voted yea and Commissioner Goncalves voted yea.

**RESOLVED:** That the Commission is authorized to advertise Contract No. 25-309-005, rehabilitation of the new Boston Main Interceptor – Phase III.

5. Request for Authorization to Utilize a Massachusetts Higher Educations Consortium Contract for Disaster Recovery Hardware Refresh. Upon Motion duly made by Commissioner Goncalves and seconded by Commissioner Woodall, Chairman Woodall voted yea and Commissioner Goncalves voted yea.

**RESOLVED:** That the Commission is authorized to utilize a Massachusetts Higher Education Consortium Contract and award a contract to Connection for disaster recovery hardware refresh in an amount

not to exceed \$134,220.48; and the Executive Director is authorized to execute the necessary contract documents.

6. Request for Authorization to Utilize a Massachusetts Higher Education Consortium Contract for Core Networking Hardware Refresh. Upon Motion duly made by Commissioner Goncalves and seconded by Chairman Woodall, Chairman Woodall voted yea and Commissioner Goncalves voted yea.

**RESOLVED:** That the Commission is authorized to utilize a Massachusetts Higher Education Consortium Contract and award a contract to Connection for core networking hardware refresh in an amount not to exceed \$148,378.62; and the Executive Director is authorized to execute the necessary contract documents.

7. Request for Authorization to Waive Public Advertising for Sole Source Procurement and Award a Contract for Time and Attendance System Implementation. Upon Motion duly made by Commissioner Goncalves and seconded by Chairman Woodall, Chairman Woodall voted yea and Commissioner Goncalves voted yea.

**RESOLVED:** That the Commission is authorized to award a contract for implementation of a cloud-based time and attendance system and the purchase of seventeen (17) ESSINFOTOUCH HID badge clocks from TimeTrak Systems, Inc. in an amount not to exceed \$59,775.00 and for the continued cloud service and support under a subscription model at an estimated cost of \$21,120.00 for future years; and the Executive Director is authorized to execute the necessary contract documents; and

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

### **Operations**

1. Request for Authorization to Award Contract No. 25-103-008, for the Purchase of Residential Water Meters. Upon Motion duly made by Commissioner Goncalves and seconded by Chairman Woodall, Chairman Woodall voted yea and Commissioner Goncalves voted yea.

**RESOLVED:** That the Commission is authorized to award Contract No. 25-103-008, for the purchase of residential water meters to Neptune Technology in an amount not to exceed \$696,040.00; and the Executive Director is authorized to execute the necessary contract documents.

### **Organizational Diversity**

1. Request for Authorization to approve and adopt Certain Revised Commission Policies. Upon Motion duly made by Commissioner Goncalves and seconded by Chairman Woodall, Chairman Woodall voted yea and Commissioner Goncalves voted yea.

**RESOLVED:** That the Commission's revised Policy on Commercial Banking, be and hereby is adopted.

**RESOLVED:** That the Commission's revised Policy on Development, Implementation, and Management of the Current Expense Budget, Capital Improvement Programs and Rate Changes, be and hereby is approved, be and hereby is adopted.

**RESOLVED:** That the Commission's revised Policy on Use of Outside Legal Counsel be and hereby is adopted.

**RESOLVED:** That the Commission's revised Policy on Revenue Audit and Analysis, be and hereby is adopted.

### **Other Business**

1. Ratification and Approval of the 2025 Boston Water and Sewer Commission Executive Policy as amended. Upon Motion duly made by Chairman Woodall and seconded by Commissioner Goncalves, Chairman Woodall voted yea, and Commissioner Goncalves voted yea.

**RESOLVED:** That the 2025 Boston Water and Sewer Executive Policy be and hereby is ratified and approved.

2. Ratification and approval of a one-year extension to the Executive Employment Agreement of Henry F. Vitale, Executive Director. Upon Motion duly made by Commissioner Goncalves and seconded by Chairman Woodall, Chairman Woodall voted yea and Commissioner Goncalves voted yea.

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

3. Ratification and approval a one-year extension to the Executive Employment Agreement of John P. Sullivan, Chief Engineer. Upon Motion duly made by Commissioner Goncalves and seconded by Chairman Woodall, Chairman Woodall voted yea and Commissioner Goncalves voted yea.

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

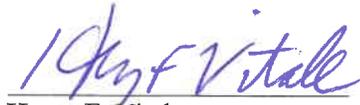
### **ADJOURNMENT**

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

**RESOLVED:** To adjourn.

Adjourned, accordingly, at 10:44 A.M.

Respectfully submitted,



Henry F. Vitale  
Secretary