

Town of Lincoln
Water Commission Meeting
September 14, 2022

Members Present:

Julie Labreche, Chairwoman
Edward Fox, Secretary
Louis Long
Edward Sliney
Kenneth Booth

Water Commission Staff:

Robert A. Anderson Jr., P.E. Chief Engineer/ Superintendent
Lewis A. Prescott III, Assistant Superintendent
Anna Nascimento, Administrative Assistant
Mark Hartman, Representing Town Solicitor

Call to Order

The meeting was called to order at 6:04 pm by Chairwoman Julie Labreche.

Public Comment

David Hart, Lincoln Resident, made note that the placement of Public Comment only at the beginning of the meeting does not allow for public attendees to comment or discuss on the items on the agenda of the current meeting. He also noted that the agenda was not made readily available, particularly paper copies, to the attendees of the meeting.

Chairwoman Julie Labreche noted that the agenda is available on the Town's website at least 48 hours prior to the meeting, but that some paper copies could be provided at the meeting as a courtesy in the future as well.

The Board discussed the possibility that Public Comment be provided at the beginning of the meeting, as well as towards the end under New Business to allow discussion of the topics of the current meeting.

Consent Agenda

Regular Meeting Minutes, July 13, 2022

Regular Meeting Minutes, August 10, 2022

Capital Accounts, August, 2022

Correspondence

News Articles

Edward Sliney made a motion, seconded by Louis Long, to approve items of the Consent Agenda
The motion passed by unanimous vote.

Minutes of Previous Meetings

Edward Sliney made a motion, seconded by Louis Long, to approve the minutes of the Executive Session of July 13, 2022.
The motion passed by unanimous vote.

Superintendent Report of Daily Activity, August 2022

Bob Anderson noted that there was significant water demand in August, an increase of 20.6 million gallons.

The amount of money paid for August consumption was in excess of \$256,000.

Mr. Anderson recognized Anna Nascimento for 10 years of service at the Water Commission, as well as Garrett Donahue for 5 years of service.

1. Administrative – Project Management
 - a. The Water Rate (Cost of Services) Study

The RFP for study has been delayed and is due by October 18th.

- b. Quinnsville Wellfield Abandonment

All coordination has been done with AECOM and RIDEM, with work to begin on September 22nd.

- c. SmartLink/AT & T Wireless Antenna

Notes were sent from the Water Commission, which they did respond to.

They asked for a counter-offer, which the Water Commission will discuss and provide.

The current offer is at \$2,300 per month.

Ken Booth suggested that a soil sample be done to ensure that the soil is clean to prevent higher rates on the lease to remediate any soil issues.

d. Residual Chlorine Study/Chlorine Injection Assessment

The report was submitted on August 1st, which was of each tank's potential injection points.

It is still being reviewed, and the Water Commission discussed moving forward with some preparation in the meantime.

e. RI Water Resources Board (RIWRB)

This plan has not been discussed recently with the RIWRB, but a meeting has been set up with them to go over the submitted information.

f. RIDOH Clean Water Infrastructure Rehabilitation Plan

The original plan was submitted in 2015 and updated in 2021.

g. Residential/Commercial Land Development Reviews

This pertains to review of individual lots and minor subdivisions

The Commission discussed that there are projects that have been approved but not built yet

Pare Engineering has provided a model to help the Town to determine availability

If the Town provides some data, they can update their model

h. Rhode Island Department of Transportation (RIDOT)

RIDOT is in the design phase of the rehabilitation of School St. in Albion

There also happened to be a water main break in that area recently

They have discussed replacing and relocating that main before the road work is done

It would be done under a Construction and Maintenance Contract and could be as much as \$700,000.

The Finance Director has advised that this would require a resolution to go before the Town Council

It is unclear how much money would be designated for Water projects out of state funds provided for Water and Sewer to the Town of Lincoln.

i. It was discussed that the Water Commission should set up a meeting with the Town Administrator

and the Finance Director, and they will need to devise a more specific plan for the funds to submit for that.

It was further discussed that it's been hard to get projects completed in recent years due to material availability and funding availability based on plans and analysis that are still in the process of being completed

The goal would be to have a capital plan that anticipates and prioritizes future needs and spending

It would also be helpful to have a rate study completed

Edward Fox made a motion, seconded by Louis Long, to accept the Superintendent's Report.

The motion passed by unanimous vote.

Balance Sheet – Expenditure and Revenue Report – August, 2022

It was noted that there were significant outstanding balances, in excess of \$10,000, for a Conduit St. account, and they are in the process of contacting that customer to devise a payment plan

A lien on the property may be necessary

Edward Sliney made a motion, seconded by Edward Fox, to accept the Balance Sheet.

The motion passed by unanimous vote.

Kenneth Booth made a motion, seconded by Louis Long, to send the Financial Report to the Finance Director.

The motion passed by unanimous vote.

Account Balance Report – August, 2022

Kenneth Booth made a motion, seconded by Edward Fox, to instruct the Town Solicitor to place a Lien on the Conduit St. property.

The motion passed by unanimous vote.

Direct Payment and Payables – August, 2022

Louis Long made a motion, seconded by Edward Sliney, to accept the Direct Payment and Payables

The motion passed by unanimous vote.

Abatelements

Edward Fox made a motion, seconded by Louis Long, to accept the Abatelements

The motion passed by unanimous vote.

Unfinished Business

Water Usage Billing – Town Sanitary Sewer Maintenance (Veolia Water)

The Commission discussed that it is a small amount that is to cover water consumed by the Town's sewer maintenance contract in the course of their duties that has been discussed with the Public Works Director.

New Business

RIDOT School St. Pavement Rehabilitation Project – Water Main Replacement

Kenneth Booth made a motion, seconded by Edward Sliney, to move forward with design work for the project

The motion passed by unanimous vote.

Field Personnel Daily Coverage Procedures

There were concerns after an overnight water break

The Water Superintendent and Assistant were both out of the office and not present or able to address the personnel and plan for staffing and procedure.

There is currently no written policy for staffing or procedure in case of emergency, and the Commission discussed that a policy could and should be developed that takes into account contractual and safety issues

Claims

There were no new claims to declare.

There were 2 claims that did not appear on the Town Trust report that were disposed.

Adjourn

Kenneth Booth made a motion, seconded by Louis Long, to adjourn the meeting.

The motion passed by unanimous vote.

The meeting adjourned at 7:39 pm.