

**Town of Lincoln
Water Commission Meeting
March 8, 2023**

Members Present:

**Julie LaBreche, Chairwoman
Edward Fox, Secretary
Louis Long
Abigail Altabef
Kenneth Booth**

Water Commission Staff:

**Robert A Anderson Jr., P.E. Chief Eng./Superintendent
Lewis A Prescott III, Assistant Superintendent
Anna Nascimento, Administrative Assistant
Stephen Antonucci, Representing Town Solicitor**

Call to order: Kenneth Booth called the meeting to order at 6:03 p.m.

Public Comment: None_

Motion to accept the Consent agenda: Ken Booth asked Steve Antonucci if we could submit minutes from the previous meetings as a draft to the State of RI website. Steve looked into it and determined that we can submit unofficial minutes and then update them later. Edward Fox made a motion to submit the minutes of January 11 & 17 as unofficial drafts on the State website, and February 8th as official minutes. Julie seconded the motion. All in Favor.

- Minutes of January 11 & 17, and minutes of February 8th
- Capital Accounts
- Correspondence
- News Articles

A motion was made by Julie LaBreche, and seconded by Louis Long, to accept the Consent Agenda items. The motion was passed by unanimous vote.

Superintendent Anderson Report of Daily Activity February 2023:

1) Administrative- Project Management:

- A) Water Rate (Cost of Services) Study:** Professional Services Agreement. Agreement with B & E Consulting (BEC) executed on 1-27-2023. Supt. And Chairman met with BEC on same date to discuss scope of work. Collection of financial data (expenses and revenue) completed by BEC at an earlier date. On-going compilation and review of same by BEC.
- B) Quinnville Well Site Remediation:** LWC to complete their misc. demolition and clean-up work in the spring. RIDEM granted separate bikeway access approval to LWC for performance of this work. No administrative activity to report.
- C) SmartLink/A T & T Wireless-Antenna/Communications Equipment (Manville Tank Site):** Lease agreement edits and comments conveyed by Asst. Solicitor to Smartlink

representative at an earlier date; updated lease still under review under review by Asst. Solicitor and Chairman.

- D) Residual Chlorine Study/Chlorine Injection Assessment:** LWC reviewing costs for chemical feed and injection equipment. LWC to schedule meeting with Pare Corp. to discuss equipment, design, and locations. And meet with vendor regarding same.
- E) RI Water Resources Board (RIWRB):** No administrative activity to report.
- F) RIDOH:** Clean Water Infrastructure Rehabilitation Plan, dated December 2022, recently submitted to RIDOH on 1-05-2023. No further administrative activity to report.
- G) Rhode Island Department of Transportation (RIDOT):** School St Water Main Replacement: C & M agreement executed by both LWC and Town on 1-23-2023. Town submitted CMA to RIDOT for their execution on 1-24-2023. RIDOT fully executed agreement and transmitted to LWC and Town on February 9, 2023.
- H) Smith Street/Saylesville Water Main Improvements:** Finalizing RFP for engineering services required for this project. RFP to be issued for solicitation of services through state MPA process. RFP to be issued within the next two weeks. Abigail asked if we can get any updates as she has been keeping in touch with the residents.

2) Administrative-Personnel:

- A) Job Announcement:** Vacant Office Clerk Position: Finalist interviews conducted for Field Operations Clerk position conducted during the interim period. Call back interviews were recently completed. Rachel Kiernan, who is a Lincoln resident, was selected to fill the position on March 6th. We will invite her to one of these meetings.

Revised format: Added new item 6 for pump station maintenance; and item 7 for tank maintenance. Former item 7 for miscellaneous activity is no. 9 as shown on page 7. See notes under items 6 & 7.

3) Operational-Maintenance: Pumping Stations:

- A)** All three (3) pumping stations checked daily.
- B)** Ran Providence Connector generator for power load test.
- C)** Scheduling the removal of centrifugal pump at the Old Louisquisset Pike Station for mechanical inspection and rehabilitation. Electric motor also to be removed for cleaning and inspection.

4) Operational-Maintenance: Water Storage Tanks:

- A)** Tank inspections presently being scheduled for all five storage tank facilities.

5) Operational-Maintenance: Instrumentation Control:

- A)** Outside service vendor (Harbor Controls) presently inspecting and evaluating instrumentation and control equipment.
- B)** Back-up alarm system for SCADA system removed for servicing.
- C)** On-site office generator- operational and alarm signals to be integrated with SCADA system.

- D)** Uninterrupted power supply (UPS) and surge protection inspected and assessed for SCADA control and monitoring system.

Julie LaBreche 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- February 2023:

Motion to accept by Commissioner Labreche, seconded by Commissioner Long. All in favor.

- A) Financial Report to Town Finance Director – February 2023:** Abigail Altabef made a motion, seconded by Louis Long, to send the Balance sheet to the Finance Director. The motion passed by unanimous vote.

Account Balance Report- February 2023:

Julie LaBreche made a motion, seconded by Louis Long to accept the Account Balance Report. The motion passed by unanimous vote.

Direct Payments and Payables – February 2023:

Julie LaBreche made a motion, seconded by Edward Fox, to accept the Direct Payments and Payables. The motion passed by unanimous vote.

Abatelements: **Regular monthly abatements:** There were no abatements this month.

Unfinished Business:

- A) Leak Detection Program:** Bob has been making continuing efforts looking at other equipment and technology, as well as talking with other vendors. Leak detection systems pay itself back. There is not a lot of consultants with this experience and remote sensing equipment. Ken Booth stated that there are a few vendors willing to do a presentation for us. There is always new technology coming out.

New Business:

- A) Meter Technology:** We are exploring new methods for improving meter reading with a study conducted town wide. Bob is in the process of compiling addresses of commercial establishments with metering equipment and looking at all town owned buildings. He is working with a representative on this. One thing with the AMI is that it is automatic and we don't have to go out. The data is collected and comes in on a report. The readings go into a software package and are reported right back to us. From a customer standpoint, this would eliminate many calls. They are able to set up a presentation with the commission and staff in order to see how it works in the next couple of weeks.
- B) Claims:**
There were no claims to report.

C) Seek to Adjourn to Executive Session According to RIGL 42-46-5 (a) (2); discussion on CBA

A) Work session pertaining to collective bargaining with the Laborer's Union, Local #1033

Roll call vote:

Commissioner Booth: Yes

Commissioner Labreche: Yes

Commissioner Fox: Yes

Commissioner Altabef: Yes

Commissioner Long: Yes

Ken Booth stated that there is a high-level conference for all to attend if interested. You can go up for a day or two. Let Bob know if you would like to get on the roster to go.

Motion to Seal the minutes of Executive Session according to RIGL 42-46-7(c)

A motion was made by Commissioner Altabef, and seconded by Commissioner Long.

Public Vote on matters from Executive Session- Direct the solicitor to act on matters discussed in the executive session. All in favor.

A motion was made by Edward Fox and was seconded by Abigail Altabef to adjourn the meeting. The meeting adjourned at 7:38 p.m.