

TOWN OF LINCOLN
Water Commission Meeting
May 10, 2023

Members Present:

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

Water Commission Staff:

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

Call to order: Kenneth Booth called the meeting to order at 6:06 p.m.

Public Comment:

Paula Karmickel, of 32 Southwick Dr, discussed the recent Financial Town meeting. Do you know the Lincoln Water Commission was singled out in the budget book? Not sure if the town is looking for specific resources? Superintendent Bob responded with the fact that we rechartered and now we are a sublet of the Town of Lincoln. Maybe we can all get on the same platform and share resources efficiently and save money.

Motion to accept the Consent Agenda:

- 1) Minutes of the previous meeting:
 - A) April 12, 2023- Regular meeting*
 - B) March 8, 2023- Executive session*
 - C) Capital Accounts- April 2023*
 - D) Account Transaction Report- April 2023*
 - E) Correspondence*

A motion was made by Edward Fox and was seconded by Louis Long to approve the consent agenda. All in favor.

Superintendent Report of Daily Activity April-2023:

1) Administrative-Project Management:

- A) Water rate (Cost of Services) Study:** Professional Services Agreement. Agreement with B & E Consulting (BEC) executed on 1-27-23. 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. Updated progress status request made to BEC. BEC to meet with admin staff to discuss preliminary budget. Met with BEC on May 1, 2023 to clarify water rate study data and input for preliminary budget. Bob is also looking for input from them for the upcoming budget. It should be available for the June meeting.
- B) RI Water Resources Board (RIWRB):** RIIB Municipal Grant Award received by town at an earlier date in the amount of \$100,000, which will be additional funding utilized for the School Street Water Main Project. Grant Agreement recently received by Town and transmitted to LWC for review. Superintendent Robert has to complete the agreement, but the grant has to be executed through the town administration because the town is who applied for it.
- C) Smith Street/Saylesville Water Main Improvements:** Two qualifications proposals were received on April 19th from two qualified civil/environmental engineering consultants in

response to the RFOP issued for engineering services. Two firms are Pare Corporation and Environmental Partners. Interviews, selection and request for fee proposal to be completed within two weeks. They were taken from the State MPA sites, and we are a little behind in reviewing them. They should be interviewed within a week and a selection within the next two weeks. Commissioner Abigail asked if the \$100,000 grant is separate from the engineering grant. Yes they are separate. It will help defray the overall cost of the project.

- D) **RIDOH-** Sanitary Survey: RIDOH conducted a sanitary survey of pumping and storage facilities on March 7th. RIDOH letter report, dated 3-20-2023, only noted minor deficiencies. LWC to submit corrective actions for minor deficiencies by April 24th. Corrective action response letter for sanitary survey prepared and submitted to RIDOH on April 19, 2023, all corrective actions required have been performed. We haven't gotten a response back from the letter. We are not expecting many comments except for acknowledgement.

2) **Administrative- Personnel:**

- A) **Future Job Vacancy-** Utility Labor Position: Garrett Donahue announced his intention to leave the employment of the Commission. Last day of work will be by July 21st. Written notice to be received for record purposes. Union posting of position performed on April 27th and expires on May 4th. Advertisement of job announcement to be issued during week of May 8, 2023. Town HR to assist with advertisement and indeed. Superintendent Robert will also be advertising through Water Works.

3) **Water Testing:**

- H) PFAS sampling and testing to be conducted during the month of May. First sampling is paid by the RI Department of Health.
- I) **Operational- Maintenance: Pumping stations:**
- A) All three pumping stations checked daily.
- B) Ran Providence Connector generator for power load test.
- C) Removed centrifugal pump at the Old Louisquisset Pike Station for mechanical inspection and rehabilitation. Electric motor removed for cleaning and inspection and returned to station.
- J) **Operational- Maintenance: Water Storage Tanks:**
- A) Requests for quotations for tank inspections to be sent to prospective tank inspection companies for all five storage tank facilities. Four tank inspections, including interior robotic inspections, are tentatively scheduled for May. The fifth inspection will be conducted for the Westwood Rd. tank in September as it will require a tank draining for a suitable interior visual inspection. Chairman Ken stated that it's difficult purchasing requirements because anything over \$5000 we have to go out to bid. Assistant to the Superintendent Prescott stated that it is hard to find someone to replace what we have now with valve replacement. We would need new down the line. Hard to find someone to make parts that are so old. People don't even have these molds now, which means it could cost more than just getting new that could last longer than a fix.

Louis Long made a motion to accept the superintendent's report, and it was seconded by Julie LaBreche.

Balance Sheet-Expenditure and Revenue Report-April 2023:

Motion to accept by Commissioner Louis Long, seconded by Abigail Altabef. All in favor.

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

Account Balance Report-April 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- April 2023:

Ed Fox made a motion, seconded by Louis Long. The motion passed by unanimous vote.

Abatements:

- A) **Regular monthly abatements-April 2023:** There was an abatement in the amount of \$11.79. Julie LaBreche made a motion to accept the abatement for April, and Louis Long seconded the motion. All in favor.

Correspondence:*

- A) **LIUNA – Annual funding notice for 2022 plan year.**
- B) **Providence Water-PUC petition to amend multi-year rate plans:** This would effect FY25. Relative to rate-going to be postponed to July 1, 2024. Superintendent Robert has to inquire about the rate with the manager.

Unfinished Business:

- A) **Leak Detection Program:** We still haven't heard back from them.
- B) **Meter Technology:** We still haven't heard and we still have to schedule. Superintendent Robert reached out to Neptune. Chairman Ken stated that this is relative to the budget and we need it.

New Business:

- A) **Draft (Preliminary) Budget FY 2023/2024:** The first version of the budget Anna worked very hard on it. A lot of work goes into it. We are putting numbers in for some potential infrastructure related items. Chairman Ken stated that they met with Superintendent Robert and Anna to go over the budget. Chairman Ken said they will schedule another meeting with the finance committee to move forward. Hopefully we can get some of our studies back so we have accurate information.
- B) **Commission meeting clerk replacement:** This is my last meeting. Chair Ken asked if anyone knows anyone that could replace me as the meeting clerk. He also does not want to have to go to a private vendor.
- C) **Soils Investigation- Manville and Old River Road tank sites:** Grounds and tank tested last Friday. We are expecting a letter of responsibility to come back. Next step is with DEM. New contract with Smartlink. The Old River Rd tank was always envisioned as being a replacement and demolishing it. Manville is a different animal. Chairman Ken said we also have the Albion tank as well. Commissioner Ed Fox asked if we requested to have the soil tested around the tanks. Seven years ago, the Albion tank was never cleaned up. Need to have both Manville and Albion tanks cleaned up.
- D) **RIIB Municipal Grant Agreement- School Street Water Main Project:** We received and commented earlier.
- E) **Water Availability Discussion-Pare Corporation:** We have to maintain our pressures and make sure we have fire protection at all times. Maybe another connection to Providence or Pawtucket? Issue with peak demand time in summer where we are operating well at capacity. Chairman Ken suggested that we schedule a special meeting. We have to make a decision as a commission whether we put an outdoor water restriction in place. It has big ramifications because of revenue loss. This effects the town as a whole. Chairman Ken would like to have Pare come in and put on a presentation with the Town Administration and the Town Council to see when we might run out of water. It is going to be an issue for years because we would have

to build this into our rate. Superintendent Robert said they are reporting back from developments with units, Walker Lofts, and Seminole Development. Lay out decisions about water restrictions. Pare Corporation can come in within the next 2 or 3 weeks for the presentation. The peak of the water usage comes in the summer because of irrigation. There is a concern with fire protection. Commissioner Louis Long stated that in the next meeting, we would have to enforce something.

Claims: 11 Reservoir Avenue-Date of Loss 3/31/2023: We did get a response back from RI Interlocal Trust. The week we did the meter replacement, there was a disturbance in the system going into the house. We put it in as a claim. A contractor will have to come in and put in a new line. Chairman Ken asked where we stand with lead service replacement? How do they go about getting a grant to replace with the state? Chairman Ken stated that there is a lot of funding available, so we have to be able to direct the customer on where to go!

Seek to Adjourn to Executive Session According to RIGL 42-46-4 (a)(1): discussion on the personnel request (14a):

- A) Personnel Request:** *Employee was notified that he could have his personnel request discussed in closed session:
- B) Roll call:**
 - Abigail Altabef:** yes
 - Louis Long:** yes
 - Julie LaBreche:** yes
 - Ken Booth:** yes
 - Edward Fox:** yes

Motion to seal the minutes of Executive Session According to RIGL 42-46-7(c):

A motion was made by Louis Long to seal the minutes of the executive session, and the motion was seconded by Julie LaBreche.

A motion was made by Ken Booth and was seconded by Abigail Altabef to adjourn the meeting. The meeting was adjourned at 7:31 p.m.