

TOWN OF LINCOLN
Water Commission Meeting
January 10, 2024

Members Present:

Kenneth Booth, Chair

Julie LaBreche, Secretary

Abigail Altabef

Solicitor

Louis Long

Edward Fox

Lewis A Prescott III, Acting Superintendent

Anna Nascimento, Administrative Assistant

Stephen Antonucci, Representing Town

Call to order: Chairman Kenneth Booth called the meeting to order at 6:01p.m.

Public Comment: None

Motion to accept the Consent Agenda:

1) Minutes of previous meeting:

A) December 13, 2023 – Regular Meeting*

B) August 9, 2023 – Executive Session Minutes (Town Solicitor reviewing)

*A motion was made by Commissioner **Julie LaBreche** and was seconded by Commissioner **Louis Long** to approve the consent agenda. All in favor.*

Superintendent Report of Daily Activity December 2023:

1. Administrative – Project Management:

- a. 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. Pare Corp. working on conceptual design for emergency chlorination facilities at tank sites. Meeting with Pare Corp. held on August 3rd regarding same. Proposal for design of facilities prepared by Pare.
School Street project 90% complete, planned 1/16/24 meeting to discuss water/sewer.

- b. Rhode Island Department of Transportation (RIDOT) - School St. Water Main Replacement: Meeting held September 13, 2023 with GMZ, R.I.D.O.T., LWC and town for design coordination. Design phase in progress.
- c. Tank Sites Soil Remediation: Currently awaiting new quotes for Manville and Albion Rd. tank sites only. Lewis Prescott received one quote. Remove soil remediation from Old River Rd. site. To be reviewed by Kenneth Booth and Lewis Prescott. Done on Spring/go out for bid. *Awaiting tank remediation discussion with RI DOH, in our office.*
- d. Vertikal 6 IT review security cost proposals. Town IT reviewed and finds cost proposal in line and recommends implementing security “add-on” proposals. *Louis needs to discuss wit Ken.*
- e. Decision to move forward still pending. Reviewing a policy with care for tablet, 8 crew surveyor.

2. Administrative – Personnel:

- a. Future Job Vacancy – Utility Labor Position: Completed utility labor position interviews and have selected one applicant for employment as a utility man. Update: One employee has been hired as utility man and began employment November 20, 2023. Garrett Donahue last day was 12/29/23. Creating a person shortage.

3. Meter Readings:

- a. Monthly commercial accounts were read.

4. Water Testing:

- a. Five samples collected & analyzed weekly from specific locations as required by Department of Health & Environmental Protection Agency.
- b. Chlorine residual samples taken at five locations to comply with Safe Drinking Water Act requirements.
- c. Daily chlorine residuals taken at Providence Connection.
- d. Met with Providence Water for weekly samples & meter readings.

- e. Required monthly and quarterly sampling reports submitted to Rhode Island Department of Health.

Commissioner Altabef inquired about Smith Street project, since it starts in Spring of 2025. Bid proposals and pricing for materials implemented.

Superintendent Report of Daily Activity - December 2023:

Motion to accept by Commissioner **Edward Fox**, seconded by Commissioner **Louis Long**. All in favor.

Balance Sheet - Expenditure and Revenue Report - December 2023:

Motion to accept by Commissioner **Abigail Altabef**, seconded by Commissioner **Edward Fox**. All in favor.

Financial Report to Town Finance Director – December 2023:

Motion to accept by Commissioner **Abigail Altabef**, seconded by Commissioner **Julie LaBreche**. All in favor.

Account Balance Report – December 2023:

Motion to accept by Commissioner **Julie LaBreche**, seconded by Commissioner **Louis Long**. All in favor.

Direct Payment and Payables – December 2023:

Motion to accept by Commissioner **Julie LaBreche**, seconded by Commissioner **Louis Long**. All in favor.

Abatements None

Correspondence

a. RI Analytical-Service Quotation (Price Changes) Chairman Ken Booth requested seeking pricing from other vendors.

Per Commissioner LaBeche request to remove this item from consent agenda.

Unfinished Business:

- a. Update for recruitment of the new Superintendent –Chairman Booth relayed, offer not accepted by candidate. We have re-advertised in NEWWA to fill position. Chairman Booth stated some projects are falling behind and financial decision needs to be made, but Acting Superintendent Prescott is uncomfortable on making those decisions. Chairman Booth may pitch in to keep things on schedule.

5. New Business

- a. Water revenue discussion

Chairman Booth stated recent increase in water rates provided us a shot in the arm. Reviewing water usage analysis over the last few years. Funds committed for this year, likely won't be used, not anticipating spending "in the red". R.I. Regulations may allow us to set up a "Rainy Day" fund. Chairman Booth would like to have Bob Strom provide a financial projection for the upcoming budget, for the new fiscal year, 2024/2025.

6. Claims

- a. None

7. News Articles

- a. Commissioner LaBreche requested this item to be removed from the consent agenda.

Motion to adjourn: Commissioner Julie LaBreche,

Commissioner Louis Long: Seconds motion.

All in favor

Meeting adjourned at 6:29 p.m.