

TOWN OF LINCOLN
Water Commission Meeting
June 12, 2024

Members Present:

Kenneth Booth, Chair	Lewis A Prescott III, Acting Superintendent
Julie LaBreche, Secretary	Stephen Antonucci, Town Solicitor
Abigail Altabef (Absent)	Anna Nascimento, Administrative Assistant
Louis Long	
Edward Fox	

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

Public Comment: Lincoln resident David Hart followed up on his comment from last month's meeting, requesting fire hydrants be painted, Lewis Prescott III, Acting Superintendent stated funds for this project, are currently not available.

Motion to accept the Consent Agenda:

- 1) Minutes of previous meeting:
 - A) May 8, 2024 - Regular Meeting*
 - B) March 13, 2024 - Executive Session Minutes
 - C) May 8, 2024 - Executive Session Minutes (Tabled)

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

Executive Session Minutes

Commissioner **Julie LeBreche** made a motion, seconded by Commissioner **Abigail Altabef** to approve the March 13, 2024 executive session minutes. All in favor.

Superintendent Report of Daily Activity April 2024:

1. **Administrative – Project Management:**
 - a. Rhode Island Department of Transportation (RIDOT) - School St. Water Main Replacement: Working on a financial plan for the project.

Working on financial status of project, plans are 90% complete. Project will likely be expanded. Recovery plan in the works, Water Commission likely eligible for bridge/maintenance plan. This change would allow process to move more quickly (Spring 2025). Loan on track for this project, Town would have to address water main issue for State to do their part. *Current project plans need to be revised to reflect the water main be lowered (an additional approximate 1'), than currently shown. Discussion regarding Water sampling, results favorable. Area of Angell Rd. indicated a "blue tint" showing minimal amounts of copper. Awaiting further information upon continued investigation. Residents will be kept informed of progress.*

b. Budget Preparation for 2024/2025 fiscal year.

2. **Administrative – Personnel:** None

3. **Meter Readings:**

- a. Residential accounts were read.
- b. Monthly & Quarterly 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
- f. DBPR water samples collected and delivered to lab. (Disinfection By-Products Sampling)
- g. Samples were taken from #12, #13 and #29 Lincoln Meadow Dr. in addition to hydrants #3171, 33172 and #3456 and were brought to RI Analytical.
Update: Sample results show copper levels in households within acceptable EPA levels - (3) samples obtained from the LWC system via (3) hydrants show negligible levels of copper.
- h. UCMR-5 sampling class was conducted in the LWC office.

5. **Vehicles/Garages:**

- a. Cleaned equipment and trucks.
- b. Took meter truck to Lincoln Tire for new battery.
- c. Changed oil in unit #12.

6. **Operational – Maintenance: Pumping Stations:**

- a. All three (3) pumping stations, Woonsocket emergency pump station and five (5) tank sites checked daily.
- b. Inspected #3 motor/pump at Providence Connector for vibration/noise. Taken off line for bearing noise and overheating. **Update: Arrangements to remove pump for service in the works.**
- c. Albion Rd. pump #1 running issue has been remedied.
- d. Clean brush around stations.

7. **Operational – Maintenance: Water Storage Tanks:**

- a. Old River Rd. and Manville tank sites soil remediation project letters sent to abutters. **Update: Core samples taken at both sites.**

8. **Operational – Maintenance: Instrumentation Control:**

9. **Miscellaneous System Field Activity:**

Superintendent Report of Daily Activity – May 2024:

Motion to accept by Commissioner **Julie LaBreche**, seconded by **Ed Fox** Commissioner. All in favor.

Balance Sheet - Expenditure and Revenue Report – May 2024:

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

a. **Financial Report to Town Acting Finance Director – May 2024:**

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

Account Balance Report – May 2024:

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

Capitol Accounts – May 2024*

Direct Payment and Payables – May 2024:

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

Abatelements:

- a. Regular Monthly Abatelements

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

Correspondence:

- a. None

10. Unfinished Business:

a. Draft (Preliminary) Budget FY 2024/2025

Chairman Booth met with Dave Bebyn at the office. He also sat down with Linda Walker Billing Clerk to revise the record for the unit and gallon. The Lincoln Water Commission bill differently since they sell by unit. He is working on it by next meeting he will have an answer. We currently charge the same service fee for a single family dwelling as a multifamily/multiunit dwellings. We need to capture a higher service fee for multifamily/multiunit dwellings are losing revenue and we need to capture this lost revenue. Dave Begin (consultant) to begin review next week. Commissioner Julie LaBreche and Anna Nascimento working with CSI on billing system. System as it exists would result in a significant revenue loss. We need to modify billing to reflect units in a more favorable revenue manner. *Bob Strom will meet with Anna Nascimento, over the next couple of weeks. Last year we were able to cover increases via Capital Budget, no significant increase in any one item. Excess monies to be rolled over to new*

budget. On revenue side, there's been an overestimation of water sales revenue. Prior year's budget doesn't reflect actual numbers. Bob Strom will review and advise. New budget date set at 7/1/24. Board will need to meet to discuss. Bob Strom will make himself available next week. Board to meet on June 25th to finalize budget.

b. Water Revenue Discussion

Related to budget discussion. Working with our software company to streamline budget for more timely revenues. We need to review our rate structure.

c. Saylesville Project Updates

Pare Engineering provided plans for review. Once reviewed, and approved we will submit to the DOH. A 6-8 month review time is estimated.

d. School Street Project Updates

Currently awaiting State input on final design.

10. New Business:

a. Lead Copper Study Proposal

Federal EPA requirement to do full review re: Lead. Pare has been contacted to obtain proposal. Pare cannot provide this service (per Federal regulations) but will out-source to a company based in Utah, estimated cost is approximately \$38,000. Records need to be reviewed, a physical visit to properties will be required. Pare has contacted Utah based Company for requirements. Stephen Antonucci, Town Solicitor questioned if the Utah requirements would cover the RI requirements.

b. Manville Well Station

Chairman Ken Booth was contacted approximately a month ago by the Manville representative. Well is not being used but the building remains along with the pump and piping. We are not on board with updating building, for other uses. Town concerns for liability issues arising, from

a new use. Water Commission will move forward with obtaining proposal to demolish building.

12. Claims:

- a. None

13. News Articles

- a. None

14. Seek to Adjourn to Executive Session According to RGIL 42-46-5(a)(1)

(a) (1) Session pertaining to collective bargaining

- a. Personnel
- b. Collective Bargaining – Local 1033 Negotiations

Start at 6:43 p.m.

EXECUTIVE SESSION

Motion to go into Executive Session (JL/EF)

Roll Call: Commissioner– Abigail Altabef yes, Ed Fox yes, Commissioner Julie LaBreche– yes, Commissioner Louis Long – yes, Commissioner Ken Booth – yes.

Motion to come out of Executive Session (JL/LL)

Motion to seal the minutes of Executive Session according to RIGL 42-46-7 (c) passed unanimously. (JL/LL)

Motion to direct Steve Antonucci, Town Solicitor to act on the matter that was discussed in the Executive Session. (AA/JL)

Close Executive Session at 7:24 p.m.

Motion to adjourn: Commissioner Julie LaBreche,

Commissioner: Louis Long Second's motion.

All in favor

Meeting adjourned at 7:27 p.m.