

**TOWN OF LINCOLN**  
**Water Commission Meeting**  
**November 13, 2024**

**Members Present:**

|                                   |                                                  |
|-----------------------------------|--------------------------------------------------|
| <b>Kenneth Booth, Chair</b>       | <b>Peter Dilocenzo, Superintendent</b>           |
| <b>Julie LaBrecche, Secretary</b> | <b>Stephen Antonucci, Town Solicitor</b>         |
| <b>Ed Fox</b>                     | <b>Anna Nascimento, Administrative Assistant</b> |
| <b>Louis Long</b>                 |                                                  |
| <b>Edward Sliney (Absent)</b>     |                                                  |

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

**Public Comment:** None

**Motion to accept the Consent Agenda:**

- 1) Minutes of previous meeting:
  - A) October 9, 2024—Regular Meeting\*

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

**Superintendent Report of Daily Activity October 2024:**

1. **Administrative – Project Management:**

**1. Administrative – Project Management:**

- a. Rhode Island Department of Transportation (RIDOT)—School & Water Main Replacement, Project status: Borrowing through RIIB is in progress. The Town will need to take out the loan and LWC to reimburse. Bids have been received and are being tabulated by RIDOT. The apparent low bidder is RICON out of Warwick, RI. Initial estimates show the project is within budget.
- b. Lead line inventory survey—the survey has been completed and submitted to RIDOH. On 11/8, notices will be sent to customers with lead (76) or unknown (1986) services.

- c. A public-viewing web platform to identify lead services has been created. Vertikal 6 is working on posting the platform to LWC's website.
- d. A blanket RFQ for Engineering Services has been developed, and authorization from the commission to advertise is requested.
- e. A blanket RFP for tank inspection and cleaning services has been developed; authorization from the commission to advertise is requested.
- f. Stylesville Water Main Replacement project—myself and Lew have reviewed the design plans and specifications; the Engineer's estimate is approximately \$4,000,000. I am requesting authorization from the commission to advertise. RIIB loan will be required to pay for this project. A categorical exclusion was requested for the project, which RIDOH is currently reviewing and is several months away from providing approval.
- g. Albion Road Pump Station Replacement Project – 30% Design package developed comments sent to Pare Corporation. The project's scope will be expanded to include the rehabilitation of the Albion Tank. A RIIB loan will also likely be required for this project, but an engineer's estimate has not yet been provided.
- h. A new phone system is being investigated to replace the current antiquated system. No cost estimates have been developed; we are considering potentially using Ring Central or Granite, which the Town utilizes. LWC is investigating both options.
- i. Cyber Security Training is being implemented, ~\$1150/year; this cost was not budgeted, but funds available in the budget
- j. Upgrading to MSOffice to MS365, ~\$750/year; this cost was not budgeted, but funds available in the budget funds available.
- k. Upgrading computer backup system so all computers in the office have onsite and cloud storage. ~\$5,160/year; this cost was not budgeted, but funds available in the budget
- l. Purchase ArcGIS and WaterGEMS Software for Records, Asset Management, and Hydraulic Modeling; this software costs ~\$10,000/year and was not budgeted for, but funds available in the budget.
- m. Rate Study - ongoing meetings with our rate consultant. New water rates and fees are likely to be developed for distribution to the Commission by January 2025.
- n. Meeting with our SADA consultant, Harbor Controls. We are looking to harden the SADA system to prevent Cyberattacks. We are also investigating remote viewing of the system by the Superintendent at home.

- o. We are obtaining pricing from local contractors to upgrade the server area at LWC. We need a secure room with HVAC controls for the equipment.
- p. Rhode Island Water/Wastewater Agency Response Network – Agreement for Commission approval has been attached. This is an emergency response agreement that allows water and wastewater utilities to pool resources in the event of an emergency. It does not require LWC to provide personnel or equipment in an emergency. This agreement outlines the responsibilities of requesting and responding entities.

## **2. Administrative – Personnel:**

- a. We have implemented the Paychex system to streamline payroll and PTO. A Time clock for the field crews has been added to the system, mimicking the old system. We are working through some issues with the startup of that system; we hope to have those issues resolved in the coming weeks.

## **3. Meter Readings:**

- a. Monthly commercial accounts were read.
- b. Harbor Controls will perform calibration of the Providence Connection meter on 11/14. This is being performed in conjunction with Providence Water's calibration.

## **4. Water Testing:**

- a. Five samples were collected and analyzed weekly from specific locations, as required by the Department of Health and Environmental Protection Agency.
- b. Chlorine residual samples were taken at five locations to comply with Safe Drinking Water Act requirements.
- c. Daily chlorine residuals are taken at Providence Connection.
- d. Met with Providence Water for weekly samples & meter readings.
- e. Required monthly and quarterly sampling reports submitted to the Rhode Island Department of Health.
- f. Dropped off a case of water at 29 Lincoln Meadows Dr.

- g. LWC has hired a corrosion consultant, Corrttech, to investigate the cause of elevated copper levels on Lincoln Meadows Drive. This week, water samples were gathered and shipped to the lab. LWC is working with homeowners to perform metallurgical testing of the copper services as part of the investigation.

#### **5. Vehicles/Grage:**

- a. The F-250 has been ordered and will be delivered in 6-12 Weeks from mid-September. The new F-250 should be arriving before Christmas.
- b. A New Utility Truck has been ordered; the price is being finalized due to working under the new FY 2025 Contract, it will be less than \$120K. We are also waiting on the scheduled delivery timeline.
- c. Replacement priority for vehicles has been developed; we will submit a plan with next year's budget to try replacing one vehicle per year.

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

- a. All three (3) pumping stations, the Woonsocket emergency pump station, and (5) tank sites are checked daily.
- b. Replaced defective pressure gauge on pump 3 (Providence Connector)
- c. The Providence Connector's generator was run under load. It failed to produce enough power to run the pumps. Lightship Group was called, and it was repaired. Due to the age of the generator, parts are hard to come by.
- d. LWC is investigating replacing the Providence Connector generator and ATS. We are soliciting proposals from Pare Engineering firms to design the replacement generator.
- e. Ran Albion Rd. Generator underload, no issues were detected.
- f. Providence Connector Pump #3 vibrates and makes peculiar noises after it heats up. New England Pump and Valve (NEPV) was called to investigate the pump. NEPV will provide a quote to pull it, investigate the peculiar noises, and service it.
- g. Flow testing of all pumps at the Providence Connection was performed on 11/5/2024. This information will be compared to the current pump curves to

determine the pumps' efficiency and the station's maximum capacity. Initial results suggest Pump #1 needs rehabilitation work performed.

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

- a. Old River Rd. and Manville tank site soil remediation project. Submitted site investigation reports with signed certification page to RIDEM for review and approval. This project will be advertised for design with the new Engineering Services RFQ.
- b. Albion Tank – Soil Remediation and tank rehabilitation work has been added to the Albion Pump Station project.
- c. Requesting approval to solicit proposals from firms to perform in-service inspection and cleaning of all storage tanks.

### **Superintendent Report of Daily Activity – October 2024:**

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

### **Balance Sheet - Expenditure and Revenue Report – October 2024:**

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

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

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

### **Account Balance Report – October 2024:**

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

### **Capitol Accounts – October 2024\***

### **Direct Payment and Payables – October 2024:**

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

### **Abatements:**

- a. Regular monthly abatements

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

## **Account Transaction Report – October 2024\***

**Correspondence: None**

### **10. Unfinished Business:**

#### **a. Saylesville Project Updates**

Pare Engineering provided plans for review. Once reviewed and approved, we will submit to the RIDOH. A 6-8 month review time is anticipated. Soil remediation nearing stage to put out for bid. Bids to go out in December, deadline will be second week of January. Once contractor is determined, materials can be ordered, with start date of spring of 2025. *Design is complete, Superintendent DiLorenzo to meet with Pare on November 14<sup>th</sup>. In talks with the DOH, Neighborhood meeting scheduled for December 5, 2024, at 6:00pm. Official mailings going out to neighbors.*

#### **b. School & Smith Street Project Updates**

Currently awaiting State input on final design. Working with RIDOT for status of plan. Chairman Booth needs to talk to Acting Superintendent Lewis Prescott regarding borrowing of State funds. Town Council would have to approve. Need to discuss/negotiate to make sure all parties concerns are addressed. Upon review of final plans, concerns brought up by Water Commission, were not addressed. Response to our concerns, was basically too bad. We also requested an inspector to cover the water main portion of the project, as the RIDOT will only be concerned with the paving portion. Looking to meet and assure that our concerns are addressed. Commissioner Julie LaBreche inquired as to who would be doing the inspections for our side of the project? Chairman Booth stated we would have to reach out for an inspector/consultant. *Superintendent Dilorenzo has secured an inspector at our cost.*

**c. 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. Pare assisting us to create platform, allowing for public viewing. Once completed, we can work on verifying information, anticipate 1-2 years. Pare has contacted the EPA, new regulations are in place. Each older residential property will have to be investigated for copper pipe history. Investigation needs to be completed by October 16, 2024. Software package is currently being developed. Lead line survey in progress. We remain in compliance with 10/16 deadline looming.

**d. Manville Well Station**

A discussion on a possible future use is also being discussed. Old well has been abandoned, Blackstone Valley Watershed requesting easement for use. Lewis Prescott, Acting Superintendent will get cost to demolish. Looking to set-up site visit with interested Town parties. *Researching cost for demo.*

**11. New Business:**

- a. RFQ for Engineering Services – Request authorization to advertise *Superintendent Dilorenzo would like to get engineers qualified before their services are needed.*
- b. RFP for Tank Inspection and Cleaning Services – Request authorization to advertise *Looking to get best pricing.*
- c. RIWARN Agreement – Request authorization to Advertise *Formal/informal collaborative with other utility entities.*
- d. RFP for Saylesville Water Main Project – Request authorization to advertise
- e. Anchor Subaru Water Supply *Chairman Booth rec'd call from property owner, property owner is looking to request extension on timeframe. Chairman Booth will respond to property owner.*

*Commissioner Booth received call from property owner. Property owner looking to request extension on timeframe. Commissioner Booth will get back to property owner.*

*Motion to authorize Superintendent Peter Dilorenzo to move forward with items 11- a. b. c. and d.*

*A motion was made by Commissioner Julie LaBreche and was seconded by Commissioner Louis Long. All in favor.*

12. Claims:

a. None

13. News Articles

a. None

14. **Start at 6:49 p.m.**

**EXECUTIVE SESSION**

Motion to go into Executive Session (EF/LL)

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

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

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

16. Vote on Matters from Executive Session (JL/LL)

Motion to instruct Superintendent Peter Dilorenzo and Town Solicitor Stephen Antonucci to act what was discussed in the Executive Session.

*A Motion was made by Julie LaBreche and was seconded by Commissioner Louis Long. All in favor.*

**Come out of Executive Session at 7:40p.m.**

**17. Motion to adjourn: Commissioner Edward Fox,  
Commissioner Julie LaBreche second's the motion.**

**All in favor**

**Meeting adjourned at 7:41 p.m.**