

TOWN OF LINCOLN
Water Commission Meeting
December 11, 2024

Members Present:

Kenneth Booth, Chair

Julie LaBreche, Secretary

Ed Fox

Louis Long

Edward Sliney

Peter Dilozenzo, Superintendent

Stephen Antonucci, Town Solicitor

Anna Nascimento, Administrative Assistant

Call to order: Chairman Kenneth Booth called the meeting to order at 6:02 p.m.

Public Comment: None from the public.

Commissioner Fox requested they allow additional public comment opportunity prior to meeting adjournment. This request will be discussed/voted on, at the January 2025 meeting.

Motion to accept the Consent Agenda:

1) Minutes of previous meeting:

A) November 13, 2024–Regular Meeting*

B) November 13, 2024-Executive Session Minutes (Tabled until January 2025 meeting)

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

Superintendent Report on Daily Activity November 2024:

1. **Administrative – Project Management:**

1. Projects:

a. **School Street**

- i. RIDOT has executed the CM agreement.
Start date likely April 2025.
- ii. The town has accepted the cost of the replacement.
- iii. LWC owes \$375K to begin the project by the end of January. The final payment will be due once the water main is completed.
- iv. Waiting on a start date from RIDOT on the project.
- v. LWC will have an inspector on this project from Pare Corporation. *The expected cost is approximately \$30 an hour.*

b. Lead Service Inventory

Has been completed, lead service appointments are on-going, and appointments completed are at no cost to residents.

- i. Customer notifications have been distributed to all residents and property owners.
- ii. A program has been implemented to inspect and update records of private-side services. At this time, appointments have been scheduled through February.
- iii. A resident Lead sampling program has been implemented; residents can pick up sample bottles and drop them off at our office at no cost to the Resident. State Law mandates this, and LWC is tracking this cost.
- iv. The LWC website has been updated with mapping that can be viewed by the public and identifies lead, unknown, or non-lead services.

c. Saylesville Project

- i. Pre-Bid meeting was held on 12/4/2024.
- ii. A Public Meeting was held on 12/5/2024 at the Senior Center.
- iii. Bids are due on 1/3/2025.
- iv. Residents on temporary bypass will have their bills estimated during construction.
- v. LWC will have an inspector on the project from Pare Corporation.

d. Blanket Engineering Services RFQ

- i. Bids are due 12/18.

e. Water Tank Inspection and Cleaning RFP

- i. Bids are due on 12/18/2024.

f. System Wide Leak Detection RFP

- i. Request authorization to advertise; bids are due on January 31, 2025.

g. Albion Road Pumping Station Replacement Project

- i. LWC has submitted comments on the 30% design plans to PARE. The design is proceeding to 60%, and the cost estimate will follow.
- h. **SCADA System Upgrades**
 - i. Harbor Controls and Vertikal6 held a meeting to identify methods of hardening our SCADA system against cyberattacks, remote viewing of the SCADA system, and development of historical data aggregation.
 - ii. 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.
- i. **Well Station Decommissioning**
 - i. All well stations will be decommissioned after an engineering source water assessment and master plan are performed.
- j. **RI Ready Program**
 - i. Quonset Development Agency is supporting industrial growth in the State of Rhode Island and is giving out grants to municipalities for engineering studies. The LWC is preparing an application for a grant for up to \$200,000 to support a study of additional supply for the LWC to support industrial growth in the Town of Lincoln.

2. Administration and Personnel:

- a. **Phone System Upgrades – *To be approved.***
 - i. LWC has signed onto Granite Systems, the same system the Town of Lincoln uses for its phone system upgrades.
 - 1. The monthly cost will be \$194, approximately \$90 more than our current system's.
 - 2. This new phone system will provide LWC with individual extensions, voicemail, automated attendants, and voice call recording for customer service.
- b. **IT Upgrades**
 - i. Upgrading of computers with MS 365 and Windows 11.
- c. **Christmas Party**
 - i. I would like to invite the Commissioners to the annual Christmas Party, which will be held at the LWC's office on December 19, 2024. It will begin at 2:00 p.m.
- d. **Investments**

- i. We are considering opening a new ICS account with Washington Trust.

3. Meter Readings:

a. Neptune

- i. A meeting scheduled with Neptune for the end of January to upgrade our Neptune System to the latest software system, Neptune 360.

b. Meters

- i. LWC is investigating switching from positive displacement to ultrasonic residential meters. We are examining cost differences and the meters' purported accuracy; it appears as though the ultrasonic meters are more cost-effective and have superior accuracy to the positive displacement meters.
- ii. As information is being collected as part of the ongoing private-side service line inventory, we are collecting data on each meter's endpoint transmission (i.e., part of the meter or external). If the meter has an integrated endpoint transmitter, it will be replaced with an external endpoint transmitter (e.g., Neptune R900 LoRaWAN Endpoint). This is being done with the goal of eventually installing a fixed network collection system.

4. Water Quality:

- a. LWC has retrieved copper pipe samples from one of the homes experiencing high copper levels; samples were sent to Corrttech for analysis, and results from the sampling should be available in the next couple of weeks. *Blue water issue, copper taken for testing, results should be available in the next couple of weeks.*

5. Vehicles/Garage:

- a. The delivery date for the new F250 is after New Year.
- b. The delivery date for the new utility truck is in the works and is anticipated to be several months away.
- c. LWC is seeking pricing for vehicle graphics to be applied to the new vehicles.
- d. LWC is adding high visibility strobes to existing vehicles that currently do not have them.
- e. Replacement priority for vehicles has been developed and will be submitted.

Superintendent is looking to replace one vehicle per year, as we are behind on vehicle purchases.

6. Operations and Maintenance: Pumping Stations:

a. Providence Connection

- i. Estimates are being obtained to Remove, Inspect, and Repair Pump #3
- ii. Pump #1 (installed in 1989) must be inspected and repaired based on the Flow Testing. This work will take place after Pump #3 to be pulled and repaired. *Pump #1 shows signs of needing repair. Working on pricing.*

b. Albion Road Pumping Station

- i. No Operational Issues to Report.

c. Old Pike Pumping Station

- i. Offline, the final use will be determined as part of the Albion Road Pumping Station Project.

7. Operations & Maintenance: Water Storage Tanks:

a. Old River Road Tank

- i. VHB is developing a response to comments based on RIDEM's response to the submitted remedial action work plan.
- ii. An RFP is being developed to study the tank's replacement. The tank is a standpipe with a significant amount of unusable water (the pressure provided is less than 35 psi). It should be replaced with a composite elevated tank similar to the High Service Tank.

b. Manville Tank

- i. VHB is developing a response to comments based on RIDEM's response to the submitted remedial action work plan.

c. Albion Road Tank

- i. Pare is investigating the current remediation plan and rehabilitation requirements as part of the Albion Road Pumping Station Upgrades Project.

d. Westwood Tank

- i. Tank Cleaning and Inspection scheduled for 2025. *Taking out of service, potential for abandonment.*

e. High Service Tank

- i. Tank Cleaning and Inspection scheduled for 2025.

Superintendent Report of Daily Activity – November 2024:

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

Balance Sheet - Expenditure and Revenue Report – November 2024:

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

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

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

Account Balance Report – November 2024:

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

Capitol Accounts – November 2024*

Direct Payment and Payables – November 2024:

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

Abatements: None

Account Transaction Report – November 2024*

Correspondence: None

10. Unfinished Business:

a. **RFQ for Engineering Services**

Still out to bid, looking for inspector for School St. project.

b. **RFP for Tank Inspection and Cleaning Services**

Still out for bid.

c. **RFP for Saylesville Water Main Project**

Still out for bid.

d. **Anchor Subaru Water Supply**

No update provided. Attorney Antonucci received a phone call from Attorney Joshua Teverow (Anchor's attorney), who will follow up.

11. New Business:

- a. System Wide Leak Detection – Request authorization to advertise. Superintendent Dilorenzo would like to get engineers qualified before their services are needed. *Out to bid. Looking for leakage in water mains, two phases, find leaks and pinpoint issue.*

A motion was made by Commissioner **Ed Sliney** and was seconded by Commissioner **Louis Long** to approve. All in favor.

- b. Main Office Camera System – Request Authorization to award *Per Corey/Town Hall, looking to add 9 cameras in main hall, monitor activity in and out. Superintendent Dilorenzo feels this is a good idea, cameras would provide protection of staff and security. Cost approximately \$21,000. We would piggyback with work being done in Town Hall.*

A motion was made by Commissioner **Ed Sliney** and was seconded by Commissioner **Louis Long** to approve. All in favor.

12. Claims:

- a. None

13. News Articles

- a. None

14. **Motion to adjourn: Commissioner Julie LaBreche,**

Commissioner Ed Fox second's the motion.

All in favor

Meeting adjourned at 6:48p.m.