

## LINCOLN WATER COMMISSIONERS

September 8, 2021

### **Regular Meeting**

The regular monthly meeting of the Lincoln Board of Water Commissioners was held at the Lincoln Town Hall with Commissioners Ken Booth, Edward Fox, Louis Long, Julie Labreche and Edward Sliney were present. Also present were Acting Superintendent Lewis Prescott, Anna Nascimento and Legal Counsel Stephen Antonucci. The meeting was called to order at 6:00 p.m.

Motion to move Executive Session to the front of the agenda passed unanimously (EdF/KB)

### **Anchor Subaru Auto**

Motion to go into Executive Session according to RIGL 42-46-5; discussion on potential litigation passed unanimously (EdF/)

### **Organization of the Board**

Motion to recommend Commissioner Labreche to be the Chair passed unanimously. (EdS/KB)

Motion to vote Commissioner Edward Fox to be the Secretary passed unanimously. (LL/KB)

PUBLIC COMMENT –None

### **CONSENT AGENDA**

Motion to approve the Consent Agenda passed unanimously. (EdF/LL)

The following items were approved with the consent agenda for the September 9, 2021 meeting:

- June 9, 2021 Regular Meeting Minutes
- July 14, 2021 Regular Meeting Minutes
- August 11, 2021 Regular Meeting Minutes
- Capital Accounts –August 2021
- Abatements – August 2021
- Account Transaction Report – August 2021

The meeting returned to the regular order of business.

### **March 5, 2021 EXECUTIVE SESSION MINUTES**

The Board reviewed the Session minutes. Motion to approve the March 5, 2021 passed unanimously (EdF/LL)

### **March 10, 2021 EXECUTIVE SESSION MINUTES**

The Board reviewed the Session minutes. Motion to approve same passed unanimously. (EdF/LL)

April 14, 2021; May 12, 2021; June 9, 2021 and August 11, 2021 Executive Session Minutes were not available.

## **SUPERINTENDENT REPORT OF DAILY ACTIVITY**

Acting Superintendent Prescott provided the following updates:

- This past month, they performed the lead & Copper Survey water sampling within 30 locations. He is currently waiting on the results. He also performed a disinfectant by product sampling and he is waiting on the result on those.
- They also experienced a water main leak in the Mill Yard on Friday. Therefore they worked onto from Friday and resume on Saturday because they had some problems locating the valves that actually work. He had to call a contractor in for small excavating since he had to lead him to a vacant development in order to get to the area he needed to excavate. They eventually found out where it was they were a leaking valve buried underground only buried and they made the repair and he also notified the representative of Walker Lofts because it is one of their vacant building. He will be meeting with them next week to discuss their plan on terminating cutting and capping all the pipes that go to the existing building for the new apartment complex. Also discussing on the reimbursement for their time and repairs.
- They also had another water main break on Saturday on Smith Street same time as they were on the Mill yard and an 8" cast iron broke in addition created a mess on the road. He is going to meet with the engineers tomorrow as a matter of fact they are going to look at the site. Since they created quite a mess at the house 127 the yard is full of rocks and sand probably they are going to have someone to clean it up. He does not think they are going to have it clean.
- On Rockyroad Avenue – The Easement for Rockyroad Avenue he had spoken to Mr. McKee. He came up to the office one day and he told him that he had a small window to work with to put the water line and the easement from Rockyroad Avenue to Rhode Island Avenue. Therefore in the discussion he stated he will look up for the paperwork to see what he can find. He also indicated to him that the Water Commissioner said that they will pay for the installation for the water pipe and the easement also pay him to do it at \$60,000 plus. So he has not found anything for a recorded easement at the Town clerk office. He did not found no documentation that says they committed themselves to pay him to put the small pipes. At the moment this is all on hold and he also put a phone call to him he has not returned his phone call and he ask him to please bring him the paperwork showing them the recorded easement. So he can let him know when the easement was recorded thru the Town clerk office and whatever documentation he has that says they agreed to pay to have this water main installed he has not found anything up to this date.
- Lastly, Keith Botelho will be out the rest of the week since he hurt his knee at his campground. That is all he has.

Commissioner Booth said he is just suggesting to deal with the developer of requesting that information back and forth. He might want to put that either in email or in letter as a documentation. Acting Superintendent Prescott replied well he has been on site and there is also some small services from 6" to the telephone poll. Commissioner Booth relayed he understand but they can be too many issue legally at least he has it now and give him the information. Acting Superintendent Prescott replied he knows and he has had no email. Commissioner Booth explain they cannot do that and how can they agree without going out on the bid for. Acting Superintendent Prescott expressed normally with a development like that

they make a stipulation it can be loop to another main, it is a contractor that does it not them. So he does not know how they got into this point and it is like everything else. He also going to send him an email tomorrow as a matter of fact to remind him and he has made comment that the telephone company will have to move the telephone poll. There is a service 6" from that in addition the telephone company has put one on it because he put the water main on the property line since he said they were there first. They cannot move the poll and they are going in to disconnect the line and that is all.

Motion to accept the Superintendent's report passed unanimously (LL/KB)

#### **MONTHLY FINANCIAL REPORT**

Commissioner Booth asks a question and said looking at that he is not familiar with the history on the balance sheet they have fix asset which he is assuming which is all their pipes, all their tanks and the buildings their own. The other assets the \$244,000 is that investments. Commissioner Booth asks Anna if that investment under other assets is. Ms. Nascimento replied she will need to look into that but she believes it might be all the CD's account but she will double check on that and will let him know. But if he looks on line Item# 5 on the second page there is an amount budgeted for 2021/2022 for all the project that need to be completed. Commissioner Booth replied thank you.

The August 2021 operating and revenue report was presented to the Board for approval.

Motion to accept the expenditure and revenue report for the month of August 2021 passed unanimously (EdF/LL)

Motion to send the August 2021 financial status report summary to the Town Finance Director passed unanimously. (EdF/LL)

#### **OUTSTANDING BALANCE REPORT**

The August 2021 Account Balance report was presented to the Board for approval.

Motion to accept the Account Balance Report for the month of August 2021 passed unanimously. (LL/KB)

#### **CAPITAL ACCOUNTS**

The capital Accounts report for August 2021 was passed with the Consent Agenda and will be placed on file.

#### **MONTHLY INVOICES**

Motion to approve payment of the August 2021 Accounts Payable in the amount of \$245,916.16 as well as Direct Payments in the amount of \$635,210.71 passed unanimously. (LL/EdF)

#### **ABATEMENTS –**

Commissioner Booth said he had a question out of curiosity if these are the surcharges for the over 65 residents. Ms. Nascimento replied that is correct. Commissioner Booth thanked Anna.

Monthly Abatements were presented to the Board for approval.

Motion to approve Regular Monthly Abatements for August 2021 passed unanimously. (EdS/LL)

#### ACCOUNT TRANSACTION REPORT

The Account Transaction Report was passed with the Consent Agenda and will be placed on file.

#### CORRESPONDENCE

- a. LiUNA National (Industrial) Pension Fund – 2020 Plan Year Notice
- b. Wells Fargo Corporate Trust News
- c. Cathedral Corporation – Postal Rates and Fees Effective August 29, 2021

Correspondence was passed with the Consent Agenda and will be placed on file.

#### UNFINISHED BUSINESS

- a. Discussion and Action to Advertise the Superintendent's Position

Madam Chair Labreche relayed discussion and action to advertise the Superintendent's position do they have any updates. Commissioner Sliney replied they have no applicant so far and he thinks they just posted on the New England Water Works. So god willing they will have some action soon. Commissioner Fox asks if he knows when it was posted. Ms. Nascimento stated she posted last week. Commissioner Fox asks he just wanted to know how many days it has been posted. Ms. Nascimento expressed she thinks it has been a while she posted it a few weeks ago. Denise Potvin expressed it has been posted in the Town website for a few weeks now and on the Lincoln Water Website, Indeed and Tap HR also in the Providence Journal and she thinks that was it. Ms. Nascimento relayed to the Board that the ad was posted to the New England Water Works on August 12, 2021 after the meeting on the next day. Commissioner Booth expressed that he would offer to fill in this position is not easy and Warwick Superintendent retire last March they are still looking. Again they have to have the right fit for, the right person to put in and they also have to be patient it is very competitive out there in that technical rule. Commissioner Sliney asks Mr. Booth if he asks access to the New England Water Works Website. Commissioner Booth replied yes he does. Commissioner Sliney asks if he saw the ad. Commissioner Booth replied they just look and Denise checked it and it is out there. Denise Potvin relayed people are not applying for jobs right now. Madam Chair Labreche thanked them.

- b. Discussion – Anchor Subaru Auto

Madam Chair Labreche relayed next is discussion on Anchor Subaru Auto which there is nothing to discuss about it.

- c. Pare Engineering – Request for Hydraulic Module

Madam Chair Labreche relayed Pare Engineering they requested to give them a proposal for this last meeting. Commissioner Booth stated so looking thru there a three possible proposal and one would be the Hydraulic Developer Module as presented also there is a field of \$27,500 for that. The second would be for the pipe ranking in the asset of the evaluation based on some information coming the hydraulic module that is a \$7,500 fee on that then on the third it would be additional service for down the line because once the hydraulic module is developed the software package runs on and is own by the engineering firm. Most of the water systems do not own itself they need technical staff to do that and

they can lost at that down in the line. So typically what the engineers firm would do, they would develop it and they post it then they would call them when they want to snare them and fire them a tap what they have to do. They will sit down to agree to prearrange the hourly staff to get it done then they will give them the feedback on. At the same time Lincoln Water would be responsible because the hydraulic module when they look at this proposal. It is going to depend pretty much on Lewis providing information on the pipe size in the street if the pipe is 12 inches is in the 800 feet pipe and all of that has to be taken into account the detail information pipe is very important. Therefore, in the future if Lincoln Water would go in and put an extension on a main or change the size that information has to be recorded and has to be reported to the engineer firm so that module would be update within the new information. Otherwise it would become freckle so that third portion there is no fee and it would be a need is what would task need to do. He also read thru it and through the experience of the engineering firm are working for them the thing they want to make sure is the language in the contract that they sign over is favorable to them more than them. In addition, there is a balance as he talked earlier so in looking at this it is a pretty standard approach they are two different software package just to use for the hydraulic modeling they are choosing the water gentle which is very standard accommodate for this package. There is nothing unique about it and in the situation they are in he would suggest that they would move forward with this. For the proposal then they would have the contract sign during the process work with them on developing to make sure the language is adequate as they want. But it is going to be a lot of work for a three months' time period they said they can finish it and that is depending on Lincoln Water availability to provide that information as quickly as possible. They will be a lot of burden on the staff.

Commissioner Sliney expressed he thinks they cannot denied on this project and he also thinks they should approve it honestly. Commissioner Booth relayed the only question he will have by looking at the balance sheet there is nothing budgeted in the annual budget for it. Therefore when he looks at the annual budget they have \$20,000 he believes for hydrants, valves for stuff like that and this is almost equal for something they budgeted for a year in payment. So it is not usually a lot of money for what they are going to get back forward to build the system and he does agree with him it is a necessity to do it. But just one thing at a financial stand point if they have the cash to pay for it that is not locked up and have access to it since they will bill monthly and have access to pay for it. Madam Chair Labreche asks she does not know if Anna or Lewis could answer that for them. Ms. Nascimento replied yes and if they could take a look on item# 5. Commissioner Booth stated so this is their annual budget so they can borrow from one of this line and it is liquid. Ms. Nascimento replied that is correct. Madam Chair Labreche expressed that they do not have to discuss this and she does not think this needs to be part of the motion as to what the line item have to come from in her eyes. Just that they do have the funds for it according to Anna unless she is wrong. Commissioner Booth relayed he would suggest upon the line item for the Old River Tank Exterior which has a balance of \$300,000 incorporated that they debit that for the funds to pay for the hydraulic module. He also asks does it makes sense Lewis if they come down that the tank needs to be replace there is no sense of painting it since they are tarring it down. The Board all agreed on Ken's decision. Madam Chair Labreche expressed the fact that the budget does not always factor it does not needs to come out of the blue or out nowhere she also thinks they all agree that they need this hydraulic module. Whether it was or was not budgeted for therefore it means they can move forward with it

Motion to accept Pare Engineering proposal also negotiate the language with them and fund the Old River Road from the Tank Rehabilitation line passed unanimously (KB/LL)

## NEW BUSINESS

### a. Application for Rebate – Smart Irrigation Control System

1. 1406 Old Louisquisset Pike
2. 32 Kirkbrae Drive
3. 3 Meader Pond Road

Commissioner Booth stated if he can asks a question to Lewis are they giving rebate on their sprinkler system install. Commissioner Sliney relayed it shut off when it is raining it does not run. Commissioner Booth expressed they are giving them money before they install it but they do not know if it is saving them any water or not. In addition, he has one that he installed but he never got the rebate on that he asks the first month it was in so he just finds it interesting that they are giving a rebate for this but that is ok. Acting Superintendent Prescott explain he thinks one thing they should change on this is the rebate should be up to \$200 because some people goes to the hardware store something to add to their sprinkler system for \$35. And they are giving them \$200 so that is why he thinks they should change the wording on this so they can be reimburse or given a rebate up to \$200 also they will have to present their receipt. Commissioner Booth replied he would agree that makes sense.

Ms. Nascimento explain that the problem was back in 2007 the cost was almost \$300 to \$400 so now she receives the applications with their receipt for example it comes from Amazon so if it is for \$89 or \$100. They get a rebate for \$200. Commissioner Booth relayed personally if he has a water sprinkler installed and he has the money to throw \$2,000 to put on his law and sometimes so therefore he does not see why the customers system have to fund the rebate to him. Acting Superintendent Prescott replied he does not know and the majority of irrigation system now do have rain protective he also has an older system that has a rain detector on it. It is something to think about changing. Commissioner Booth stated they would need to think about it to see if it is a program that make sense. Acting Superintendent Prescott asks Anna how many she thinks they have a year. Ms. Nascimento replied last year she received a lot of applications approximately 15 to 20. Commissioner Sliney relayed he would think at that time it was implemented it was a more field of a thing. Commissioner Booth said he does not disagree if they found a person sitting in the house struggling to pay their water bill in theory funding somebody to pay them a rebate it is a closed issue it is a small amount that has a positive result. As they do not want to get a result to make sure it is right. Commissioner Sliney stated maybe they should have them present their receipt and they reimburse them up to a maximum. Acting Superintendent Prescott relayed if his is \$35 it will be up to \$35. Madam Chair Labreche stated looking under New Business there is item a. Application for Rebate then under item c. Discussion on changing the April, 2007 Rebate program for Smart Irrigation Control Systems. Therefore it is on the agenda for discussion but they have not voted on the applications. Commissioner Booth stated he would approve this applications. Madam Chair Labreche explain correct but she does not want to discuss this again in addition she would like to asks the Town Solicitor could they make the motion to change the rebate program now. Mr. Antonucci replied yes it is a policy decision that was passed in 2007 obviously things change and time change and they can revisit that. Also it is on the agenda it is appropriate to discuss it and it was decide by the Commission to amend to delete that policy in 2007 in particular that is what in the agenda that is all. Madam Chair Labreche thanked him and stated lets first make the motion on the applications for the rebate and she does not know if they all in agreement to do them all 3 together. It will be for 1406 Old Louisquisset Pike, 32 Krikbrae Drive and 3 Meader Pond Road so therefore she just need a motion to approve the applications.

Motion to approve the 3 applications for Rebate – Smart Irrigation Control System passed unanimously. (EdS/LL)

b. Procurement to hire someone to Perform a Rate Increase Analysis

Madam Chair Labreche relayed next is the procurement to hire someone to perform a rate increase analysis and stated to Lewis she remember that they discuss about it in the last meeting or at several meetings. She also thinks it was Ken but he said they are a lot of places that does this. Acting Superintendent Prescott replied that is correct Ken would have little bit more information on that he believes. And he knows the people that used to do this kind of work has retire. It is a hard press but they are some people out there and they would find one that they want to hire.

Commissioner Booth explain they are some people with limited but some have done work for Providence Water in their PUC fund. The problem there they would deferred wholesaler because when they hire someone to do the rate analysis the PUC is hired by Providence usually their expert might be according to go against them. Therefore, if they have done work for Providence they are on their retainer then they will not work for the wholesale. So they would have to have a developer an RFP also they have to decide exactly want they want to have it done because someone can come in and look at the financial on cash flows, the billing cycles they kind take a comprehensive look at how they do business. It also affects how the money comes in as a payment. And what the availability is then they would have to find them a chart of charges of what they want them to do to mandate all that past billing close and see what they used the classes they bill and what percentage of consumptions. Also come up with a number of options on how they can set up a rate structure and they have to determine which one they want to go with whether it is increase block they have right now people kind of move away. And they are a lot of uniform of rates out there with commercial and residential same rates with little life lines to low the use is fairly inexpensive so everybody can get that being overcharged to him if he wants to water his lawn five days a week he would pay the loss for it and not getting by with it. And those are the things they have to talk about before they hire somebody they have to give them a charge as to how they want to look at it.

Acting Superintendent Prescott asks the question is who they send the RFP to. Commissioner Booth replied they would need to advertise the RFP to the Providence Journal and it goes out but the professional hires a certain agent and pick it up once it is out on the street. Therefore they have a time period to fund the RFP's and the last time he did it a company from Maryland responded also they ended up getting the contract they came from Maryland to do it. Acting Superintendent Prescott stated well they can come up with some name and send out some request. Commissioner Booth stated the fees request they are going to have to advertise it so they cannot pick four people and they are some dollar amount. Acting Superintendent Prescott relayed they are a few far from in between. Commissioner Booth relayed they will still have to publicly advertise it and if he can get the work frame and use it to change some of the language to put it and get that out. Madam Chair Labreche replied ok that sound good and she does not think they need to vote on this item.

c. Discussion on changing the April, 2007 Rebate Program for Smart Irrigation Control Systems

Madam Chair Labreche stated she is putting her recommendation out that they could keep the policy and is to reimburse people who has their receipt or what is on their receipt also that is her suggestion and she does not know how people feels about it. Only if no one have any suggestions or ideas to make the changes. Commissioner Booth stated to Lewis so he is going to have change to write up and describing it.

Commissioner Sliney said should they start after the water seasoning effective November 1<sup>st</sup>. Acting Superintendent Prescott relayed he has a couple of them sign they go back to inspect them again. After using them for a season they go back to inspect it just to make sure they still there he guesses anyways it is not that period of time for giving them the rebate.

Motion to change the Rebate Program for Smart Irrigation Control Systems up to \$200 and what is shown on their receipt passed unanimously. (EdS/LL)

Motion to make an amendment to the Rebate Program for Smart Irrigation Control Systems to reimburse the customer up to \$200 including receipt if they have \$200 starting November 1<sup>st</sup> passed unanimously (EdF/KB)

#### **CLAIMS –**

- a. Organic Dyes and Pigments LLC – 1 Crownmark Drive

Mr. Antonucci relayed that he did contact the RI Interlocal Trust which they are their insurer and he also spoke to the attorney there. They send their investigator out to look at this so therefore they have to decide to deny the claim and he has not heard anything further so he believes it is a closed matter. Madam Chair Labreche thanked Steve. Commissioner Fox asks does it mean the Commission are not paying them. Mr. Antonucci explain that they were not going to pay them anyway and the insurance company based on their investigation has decide to deny the claim. Commissioner Fox thanked Steve.

#### **NEWS ARTICLES-None**

Motion to go into Executive Session (KB/LL). Roll Call: Commissioner Booth – yes, Commissioner Fox – yes, Commissioner Sliney – yes, Commissioner Long – yes and Madam Chair – yes.

Motion to act on what was discussed on the executive session passed unanimously. (EdF/LL)

Motion to seal the minutes passed unanimously. (KB/LL)

Motion to reconsider the vote from July 14, 2021 until they take a look with Pare Engineering passed unanimously. (LL/KB)

Motion to adjourn passed unanimously. (EdF/KB)

There being no further business before the board the meeting adjourned at 7:45 p.m.