

LINCOLN WATER COMMISSIONERS

December 9, 2015

Regular Meeting

The regular monthly meeting of the Lincoln Board of Water Commissioners was held at the Lincoln Water Commission office with Commissioners Fred Conklin, Edward Fox, George Hadley and Eric Fox present. Commissioner Rene Lapierre was absent. Also present were Water Superintendent Romeo Mendes, Assistant to the Superintendent Lewis Prescott and Maureen Smith.

The meeting was called to order at 6:15 p.m.

PUBLIC COMMENT

There was no public comment at the December 9, 2015 meeting.

Superintendent Mendes requested that the Superintendents Report be pulled from the Consent Agenda.

CONSENT AGENDA –

Motion to pull the Superintendents Report from the Consent Agenda and be heard in the regular order of business passed unanimously. (Eric F - GH)

Motion to approve the Consent agenda as amended passed unanimously. (Eric F–Ed F)

The following items were approved on the consent agenda for the December 9, 2015 meeting:

- November 14, 2015 Regular Meeting Minutes
- November 2015 Capital Accounts
- November Monthly Abatements
- November Account Transaction Report
- November Correspondence – None
- November News Articles – None

MINUTES

- November 9, 2015 Executive Session

Motion to accept the November 9, 2015 Executive Session minutes passed unanimously. (Eric F-Ed F)

SUPERINTENDENTS REPORT

The Superintendent advised the Commission that a summary of outstanding work orders are included in the report. The last page of the report showed the areas of concern and work that has been completed. The balance are being looked at for planning purposes. New services are currently being installed.

Motion to accept the November Superintendents report passed unanimously. (Eric F- GH)

MONTHLY FINANCIAL REPORT

The November 2015 operating and revenue report was presented to the Board for approval.

Motion to accept the expenditure and revenue report for the month of November 2015 passed unanimously. (Eric F-GH)

Motion to send the monthly financial status report for November 2015 to the Town Finance Director passed unanimously. (Eric F-GH)

OUTSTANDING BALANCE REPORT

The outstanding balance report for the month of November 2015 was reviewed by the Board and will be placed on file.

The outstanding balance due over 120 days for November was \$80,752.00. This amount is lower than the October 2015 report.

CAPITAL ACCOUNTS

The Capital Accounts report for November 2015 was passed with the Consent Agenda.

Interest on investments has gone up for the month of November.

MONTHLY INVOICES

Motion to remove Larry's Lincoln Auto from the list of payables and vote on separately passed unanimously. (Eric F-GH)

Motion to pay Larry's Lincoln Auto in the amount of \$224.89 passed unanimously. (GH-FC)

Commissioners Edward Fox and Eric Fox recused themselves from the vote.

Motion to approve payment of the remaining November 2015 Accounts Payable in the amount of \$102,601.40 and Direct Payments in the amount of \$321,235.26 passed unanimously. (Eric F-GH)

ABATEMENTS

a. Regular Monthly Abatements

Motion to approve the November 2015 abatements in the total amount of \$14,243.30 passed with the consent agenda.

- Settlement – Handy Pond - \$14,185.20
- Senior Abatements - \$58.10

ACCOUNT TRANSACTION REPORT

The November 2015 Account Transaction Report was passed with the Consent Agenda and will be placed on file.

CORRESPONDENCE –

The November 2015 Correspondence was passed with the Consent Agenda and will be placed on file.

- a. None

UNFINISHED BUSINESS

- a. Rates, Rules and Regulations of the Lincoln Water Commission

Superintendent Mendes advised the Commissioners that the first section of the Rates, Rules and Regulations were passed by the Commissioners at the November 2015 meeting. He advised that the other highlighted areas will be reviewed by himself, the Assistant to the Superintendent and the Field Crew and that the balance of these changes is technical. He will submit a new copy with the changes highlighted and make the final recommendations to the Commission.

- b. Martin Street Bridge – Repair Status Update

Superintendent Mendes advised the Commission that he has received a draft of the bid from Pare Engineering. He will be making minor changes to the bid and finalize the document. Pare Engineering will bid out the project and make the recommendations and evaluations to be submitted to the Commission for approval. Hangers and realignment of the pipe are components of the repairs to be made and will be tested upon completion of the project. Advertising will be after the new year for work to begin during the 2016 construction season.

- c. SCADA System - Update

Superintendent Mendes advised the Commission that the new SCADA system is live except for the remote access piece of the project. The risk for remote access with Tablets is being evaluated. Internet access is the main concern and there are companies that can monitor this for a minimal monthly fee. A punch list is being compiled for getting the system in sync with the water system.

- d. Albion Road Storage Tank – Exterior Rehabilitation

Superintendent Mendes advised the Commission that the infrastructure rehabilitation plan calls for the exterior painting of the tank on Albion Road. He also suggested that a limited amount of work be done to the Westwood Road tank at this time. He would like to put a plan in place to replace the tank in a few years. Costs for painting the Westwood Road tank would be exorbitant due to lead paint on the tank. He reported that the tank is also about 10 feet too short. The Superintendent estimates approximately \$400,000.00 for the painting of the two tanks and is requesting he be authorized to prepare and issue an RFP to bid for work to begin in early 2016.

Motion to authorize the superintendent to put out an RFP for the painting of the Albion Road tank and limited work to be done on the Westwood Road tank passed unanimously. (Ed F-GH)

NEW BUSINESS

a. Resident – Linfield Circle – Water Rates - Discussion

The resident requesting this discussion did not appear at the meeting. Commissioners reviewed rates with those of other systems and discussed where LWC rates fall comparatively.

b. Water Commission Bacteria Test Results – 2014 and 2015

The superintendent advised the Commission that the bacteria tests for the Lincoln Water Commission system remain consistently low. Twenty samples are taken monthly from 5 sites throughout the Town from dedicated lockboxes.

CLAIMS –

There were no claims presented at the December 9, 2015 meeting.

NEWS ARTICLES –

a) There were no news articles for the December 2015 meeting.

News articles were passed with the consent agenda

EXECUTIVE SESSION

Motion to seek to adjourn to Executive Session per RIGL 42-46-5 (a) (2) to discuss the Policies Governing Benefits and Other Administration Functions for Union Employees – Construction Season (Eric F-GH)

EXECUTIVE SESSION – PUBLIC VOTE

Motion to Seal the Minutes of the Executive Session passed unanimously. (Eric F-GH)

There were no other votes taken during the Executive Session.

ADJOURN

There being no further business before the board the meeting adjourned at 7:30 p.m.