



Established

1996

SPRINGFIELD WATER AND SEWER COMMISSION

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SPRINGFIELD WATER AND SEWER COMMISSION

Minutes of Meeting

September 19, 2019

The Springfield Water and Sewer Commission held a meeting at the John J. Lyons Administration Building, Agawam, MA, on September 19, 2019.

Chairwoman Vanessa Otero called the meeting to order at 9:03 a.m. and Commission Secretary Jaimye Bartak called the attendance roll:

William E. Leonard, Present
 Daniel Rodriguez, Present
 Vanessa Otero, Present

Also Present

Joshua Schimmel, Executive Director
 Norman J. Guz, Commission Counsel
 Anthony Basile, Comptroller
 Domenic Pellegrino, Director of Finance
 Dan DiRienzo, Director of Field Services
 Bob Stoops, Chief Engineer
 Bill Fuqua, Director of Wastewater Services
 Stephanie Douglass, Human Resources Manager
 Scott Loomis, Procurement Officer
 Jaimye Bartak, Communications Manager/Secretary of the Commission

Business Matters

1. Approve the minutes of the meeting held on July 30, 2019, without reading, because copies were furnished to each member of the Commission for their review.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ

VOTED UNANIMOUSLY:

to approve the minutes of the meeting held on July 30, 2019, without reading, because copies have been furnished to each member of the Commission for their review.

2. Approve the minutes of the executive session held on July 30, 2019, without reading, because copies were furnished to each member of the Commission for their review.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ

VOTED UNANIMOUSLY:

to approve the minutes of the executive session held on July 30, 2019, without reading, because copies have been furnished to each member of the Commission for their review.

5. Briefing on Recent Wastewater Overflow: Report by Suez Operations Director Matt Lapointe.

Taken out of order.

Mr. Schimmel introduced SUEZ Operations Director Matt Lapointe.

Mr. Lapointe reported that on September 9, there was a Dry Weather Overflow (DWO) that discharged approximately 90,000 gallons of untreated wastewater into the Connecticut River. A crew checking the pump station noticed at 7:30 AM that the pumps were not running, the SCADA system was frozen, and the wet well level was high over the discharge level into the river. A backup diesel pump was activated to lower the wet well level. Then trouble shooting commenced to figure out what went wrong. It was found that the analog control card faulted the PLC controls. Communications were not lost, but all the signals from the pump station were frozen and SCADA showed that a pump was running and the wet well level was normal. The control card was replaced and service was restored. It was determined that the signal failed starting at approximately 5 AM.

Mr. Lapointe continued that SUEZ also began investigating the CSO monitoring system, which is operated by ADS. The alarming function did not recognize the event as a DWO. The system recognized the overflow was happening, but the programming did not distinguish it between a wet and dry weather event. ADS has been out with multiple crews since last week, evaluating every device, float, and sensor.

Commissioner Otero asked how often inspection of the CSO monitoring system takes place. Mr. Lapointe responded that sensors and batteries are checked monthly. In wet weather a communication-link failure will make them investigate. They cover the entire system quarterly. ADS is now checking the functionality of the sensors, and the logic programmed into them to distinguish between wet and dry weather overflows.

Mr. Schimmel explained that there are two systems at the pump station communicating with the wastewater treatment operators – the communications system with SCADA and the CSO monitoring system, which has logic programmed into it. There was a failure of the programming, so ADS audited the whole system. Currently there is a bill in the state pushing for real-time notification of CSO events. This demonstrates our position that the language in the bill should be changed since there are fairly consistent failures in CSO monitoring equipment. The equipment is located in extreme environments. Each year a review of the data shows there are erroneous data or loss of data. The technology is still imperfect.

Commissioner Otero asked if manning the station is a consideration. Mr. Lapointe responded that it is not, but that SUEZ has engaged its programming company to explore another backup alarm. If the status is anything but normal, it will send out an alarm. Mr. Schimmel added that most pump stations are not manned, and this event shows that there needs to be more redundancy in the communications and alarming systems.

Commissioner Otero asked what the regulatory consequences would be. Mr. Schimmel responded the Commission would likely receive a Notice of Noncompliance. Director of Wastewater Operations Bill Fuqua added that DWOs are very, very rare and this event uncovered flawed programming to recognize the event. There is an alarm in the CSO notification system every time there is a rain storm, but because DWOs are rare, they are not what is tested and checked for.

Commissioner Rodriguez asked if the correction needs to be replicated throughout the system. Mr. Lapointe responded yes. Commissioner Rodriguez asked how old the failed card was. Mr. Lapointe responded about 20 years old. Mr. Schimmel noted that the card has been replaced and the entire pump

station itself is being replaced. Mr. Lapointe continued that there has been an alarm added through the SCADA function as another backup, and that all PLCs that did not have alarm functionality do now. If the pump station is static, an alarm will sound.

Commission Counsel Norm Guz noted that there was concern about the time it took for SUEZ to notify SWSC of the issue in the morning. SWSC did not receive notice until early afternoon. Mr. Schimmel commented that Mr. Lapointe is acutely aware of that failure. Mr. Lapointe agreed and said SUEZ's focus was more on response and finding out why two alarming systems failed.

Old Business

3. Consideration of Manual for Non-Bargaining Employees: Report by Executive Director.

Human Resources Manager Stephanie Douglass presented an updated version of the manual for non-bargaining employees. Two more policies were added to reflect new laws related to domestic violence leave and pregnancy-related conditions protections. The manual is intended to be a living document and will be adjusted as new laws are adopted. The handbook serves to ensure that the notification portions of new laws are covered.

Commissioner Leonard asked for information about healthcare for workplace accidents. Mr. Schimmel responded that employees are sent to a third-party contractor provided by the Commission. Employees can also go to their own providers. This is to ensure that employees receive medical treatment even if they think they do not need it.

Commission Counsel Norm Guz asked if the new medical family leave law in Massachusetts applies to the Commission. Ms. Douglass replied that the Commission is exempt due to its sick time policy.

4. Update on Eastern Avenue Parcels: Report by Executive Director.

Tabled for executive session.

New Business

6. Financial Update: Report by Comptroller.

Comptroller Tony Basile discussed the August statement, which includes July. There was \$83.8 million in cash, after a \$10 million outlay for pension and debt service payments. The operating budget is projected to have \$400,000 remaining due to vacancies that will not be filled. There is currently high turnover. There have been 14 vacancies formed and only 7 filled.

There has been \$5.1 million spent in the first two months for various capital projects. Expenditures will rise soon due to the Connecticut River Crossing Project. Revenues totaled \$86.4 million, which is slightly off projections. The discrepancy is due to true-ups for contract water. There was also \$400,000 in non-recurring grant money.

There was \$83.8 million in unrestricted cash, which is 20% of overall cash. The balance is restricted for bond covenant reserves. Receivables are \$6.3 million, of which \$1.8 million is over 60 days old. That number will increase as shutoff season ends.

There was \$64.8 million in assets, and \$312 million in liabilities. The majority of liabilities is outstanding debt, pension obligations, and OPEB obligations.

7. Consideration of Cash Transfer into the Stabilization Fund: Report by Comptroller.

Mr. Basile reported that the stabilization fund was established in December 2016 with a formula that was intended to place aside a sufficient amount of reserves. The fund was intended to address destabilizing events such as a large commercial customer leaving the area. Mr. Schimmel added that rating entities had also pointed out that there was risk in having one entity be such a large customer.

Mr. Basile continued that there was \$12.3 million in the stabilization fund, and requested the transfer of \$4 million.

Commissioner Otero asked about whether losing a single commercial customer is still a threat to revenues. Mr. Guz responded that it is difficult to know. Usage in general has not been going up, even for large customers. Commissioner Rodriguez added that the actual threat is diminishment of consumption over time, since increased rates incentivize more efficient production, even if business is strong.

Mr. Basile noted that the fund is also for events such as catastrophic infrastructure loss.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ VOTED UNANIMOUSLY: to approve cash transfer into the Stabilization Fund.

8. Consideration of Financial Policy Amendment – Stabilization Fund: Report by Comptroller.

Mr. Basile reported that the stabilization fund formula is 15% of revenue plus \$5 million. A review of that amount considered whether it was sufficient. Outside auditors recommended that 30% was better. The cap is currently \$16.5 million, but that would increase to \$23 million.

Commissioner Otero asked what the auditors said about prioritizing funding between the stabilization fund and OPEB. Mr. Basile responded that there is no requirement with OPEB, but that it will come due. The stabilization fund is the priority. Mr. Schimmel added that OPEB shows up as a liability, but the stabilization fund balances it. Based upon the capital program it is important to ensure there are adequate funds.

Mr. Guz reminded Commissioners that withdrawals from the stabilization fund can only occur with their approval. Mr. Basile added that rating agencies look favorably on the stabilization fund.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ VOTED UNANIMOUSLY: to approve the financial policy amendment to the stabilization fund.

9. Consideration of Utility Billing Credit Summary and Summary of Accounts Receivable for July and August: Report by Director of Finance.

Director of Finance Domenic Pellegrino reported that net billings in July were \$6.5 million and there was \$7 million in payments. The accounts receivable balance was approximately \$4 million. There were 5,582 accounts worth \$1.2 million over 60 days old.

There were 45 credits issued for \$13,925.94.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ VOTED UNANIMOUSLY: to approve July credits in the amount of \$13,925.94.

Mr. Pellegrino reported on August receivables. There was \$6.8 million in billings in August, \$6.2 million in collections, with an accounts receivable balance of \$4.6 million. There were 5,690 accounts with balances over 60 days old totaling \$1.2 million. There were 64 credits issued in the amount of \$1,535,943.50 due to true-ups.

Commissioner Rodriguez asked if true-ups could be reported quarterly. Mr. Pellegrino responded that it is not possible since capital spending and O&M drive the spending for true-ups.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ VOTED UNANIMOUSLY: to approve August credits in the amount of \$1,535,943.50.

10. Request to Transfer Bonded Cash: Report by Director of Finance.

Mr. Pellegrino reported that the transfer is related to the bond that was sold in July 2017. There are two years to expend the funds within these bond-funded projects. The projects are complete and in-service. This request will close the projects out and transfer the remaining balance to the revenue account.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ VOTED UNANIMOUSLY: to approve transfer of bonded cash from 87-C391-01-5 to the revenue account.

Mr. Pellegrino reported on the requested closure of wastewater project account 87-C391-01-3 and transfer of the remaining \$13,753.27 to the revenue account.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ VOTED UNANIMOUSLY: to approve transfer of bonded cash from 87-C391-01-3 to the revenue account.

Mr. Pellegrino reported on the requested closure of the preliminary project planning account 87-C394-01-9 for the York Street Pump Station project and transfer of the remaining \$96,315.93 to the revenue account.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ VOTED UNANIMOUSLY: to approve transfer of bonded cash from 87-C394-01-9 to the revenue account.

11. Consideration of grant agreement for \$185,000 from Pioneer Valley Planning Commission for York Street Pump Station/Connecticut River Crossing Project: Report by Director of Wastewater Operations.

Mr. Fuqua reported on two grant agreements that represent the Commission's share of a DEP grant through the Pioneer Valley Planning Commission for CSO abatement work along the Connecticut River. The \$185,000 grant will go toward the construction of the York Street Pump Station Project.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER R

VOTED UNANIMOUSLY: to approve grant agreement and authorize the executive director to execute the grant agreement with the Pioneer Valley Planning Commission in the amount of \$185,000.

12. Consideration of grant agreement for \$65,000 from Pioneer Valley Planning Commission for Nitrogen Monitoring Equipment: Report by Director of Wastewater Operations.

Mr. Fuqua reported that the second grant of \$65,000 will go towards purchasing equipment to enhance nitrogen monitoring with USGS at Northfield and Thompsonville.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ

VOTED UNANIMOUSLY: to approve grant agreement and authorize the executive director to execute the grant agreement with the Pioneer Valley Planning Commission in the amount of \$65,000.

13. Consideration of CIP Amendment 2020-07: Report by Director of Finance.

Mr. Pellegrino reported on an additional appropriations needed for the PVPC grants of \$185,000 and \$790,000 (previously approved by the Commission).

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ

VOTED UNANIMOUSLY: to approve CIP Amendment 2020-07.

15. Consideration of CIP Amendment 2020-08: Report by Director of Finance.

Taken out of order.

Mr. Pellegrino reported on the transfer of funds from a project completed under-budget to the buried chlorine line pipe replacement project. Senior Engineer Frank Zabaneh reported that the buried chlorine line pipe replacement project needs additional work. Additional work includes adding valves that operators can access more easily. In addition, another item is an old water pipe that is connected to the water tank on the hill, which is no longer acceptable as an auxiliary water supply. The pipe is disconnected and it should be moved to the slow sands area, which requires deep excavation. Big boulders and an old concrete tank encountered in the contractors' excavation resulted in change order claims. If this additional work is approved, a time extension will also be granted.

Mr. Pellegrino reported that an additional \$15,000 is needed to cover the \$29,635 in additional costs. Commissioner Leonard questioned the cost of excavating the rock. Mr. Schimmel responded that the cost of \$1,000 per cubic yard of rock is a fair price. Chief Engineer Bob Stoops added that proximity to the slow sands filters also limited how fast they could excavate since they had to chisel the rock instead of blast it.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ

VOTED UNANIMOUSLY: to approve CIP Amendment 2020-08.

14. Consideration of Contract CA-1819-18 Amendment No. 2 for Buried Chlorine Pipe Replacement at West Parish Filters: Report by Senior Engineer.

Mr. Pellegrino requested a vote on the amendment to Contract CA-1819-18 based on the report from the Senior Engineer in item 15.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ VOTED UNANIMOUSLY: to approve Contract CA-1819-18 Amendment No. 2 for Buried Chlorine Pipe Replacement at West Parish Filters.

16. Consideration of 35th Supplemental Resolution: Report by Commission Counsel.

Mr. Guz reported that the Clean Water Trust provided an initial commitment for borrowing, and at that time the approved resolution was in anticipation of the bond of about \$23 million. Since then, the Commission has received an additional commitment to increase the bond borrowing to \$80,800,000. The interest rate is 0%. The closing of the bond is anticipated for July 2022. Any amounts that have been drawn from the initial \$23 million note will be applied toward the \$80 million.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ VOTED UNANIMOUSLY: to approve 35th Supplemental Resolution Series B as presented.

17. Consideration of 36th Supplemental Resolution: Report by Commission Counsel.

Mr. Guz reported that in reviewing the costs related to the York Street Pump Station project, there are certain amounts allowed under the federal side versus the state side. This resolution would separate the funding sources and allow the Commission to issue the note in the amount of \$12,341,902 at an interest rate of 0. The bond would be honored by July 11, 2022. The debt service reserve fund will not have to be funded.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ VOTED UNANIMOUSLY: to approve the 36th supplemental resolution 2019 Series C in the amount of \$12,341,902 in the form presented.

18. Consideration of 37th Supplemental Resolution: Report by Commission Counsel.

Mr. Guz reported that approving the 37th supplemental resolution would authorize the issuance of a bond in the amount of \$2 million. This is the final funding related to the Main Interceptor Project. The rate is 2%. The first payment is interest-only, with an administration fee in January of next year, with principal and interest made in July of each year. The closing date is anticipated to be October 25.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ VOTED UNANIMOUSLY: to authorize the 37th resolution authorizing the issuance of a general revenue bond 2019 Series D in the form presented.

19. Consideration of Appointment of Successor Trustee for the Commission: Report by Commission Counsel.

Commission Counsel Norm Guz reported that the Commission's current bond trustee is People's United Bank. The Commission was informed last month that U.S. Bank National Association acquired the entire corporate trust department of People's United, making them the new trustee. The U.S. Bank National Association operates out of its Hartford office but maintains a presence in Boston.

A vote by the Commissioners approving U.S. Bank National Association as the successor trustee is necessary pursuant to Section 811 and Section 809 of the Commission's bond resolution. Section 811 provides that in the event trustee is bought in whole, and that the trustee maintains offices in Boston and maintains enough capitalization, then the buyer automatically becomes the successor trustee. In the event that the Commission feels that the trustee is not performing accordingly, it may opt to remove the trustee with a vote of 50% of the bond holders. Mr. Guz noted it would be more efficient to have the individual managing the bond replaced rather than the entire entity.

Commissioner Rodriguez asked if there was a provision in the bond documents allowing the Commission to choose a new trustee. Mr. Guz replied that there was not. The Commission can only vote to approve based on the assertion that the new trustee meets all qualifications under Section 809. The transfer will occur on October 16. The trustee is for the benefit of the bondholders, not the Commission.

Mr. Guz added that funds held in reserve will continue to be held by People's United Bank Wealth Management. Follow-up meetings will be held with the new trustee.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ VOTED UNANIMOUSLY:

to approve U.S. Bank National Association as successor trustee in accordance with Sections 811 and 809 of the Commission's bond resolution.

20. Consideration of Extension of Town of East Longmeadow Water Supply Agreement: Report by Commission Counsel.

Mr. Guz reported that the Commission voted in June 2019 to amend the date of the East Longmeadow Water Supply Agreement to on or about October 1. There are existing services on either side of the city/town line where the other entity serves them. There is an effort to better clarify the obligations on both sides. The extension is needed to give time to finalize the agreement on those properties but also to give time to implement a conversion factor (taking out meters, etc.). Mr. Schimmel added that another extension may be needed if swapping out meters is not complete. This extension will be until February 29, 2020.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ VOTED UNANIMOUSLY:

to approve extension of Town of East Longmeadow Water Supply Agreement in the form presented.

21. Consideration of Extension of Town of Longmeadow Water Supply Agreement: Report by Commission Counsel.

Mr. Guz reported that that the first amendment to the contract was never signed by the Town of Longmeadow. This extension would be until February 29, 2020.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ VOTED UNANIMOUSLY:

to approve extension of Town of Longmeadow Water Supply Agreement in the form presented.

22. Update on Water and Sewer Activities: Report by Executive Director.

Mr. Schimmel reported that the Commission is joining the DigSafe call-in center in January. This is in an effort to reduce the risk of hits to the distribution infrastructure.

Mr. Schimmel reported that it was noticed that Shriners has not been billed for its water use for some time. They will be contacted to let them know they will be charged for water going forward, as is consistent with all other non-profits.

Mr. Schimmel reported that the Town of Blandford suspects that there is a discrepancy in PILOT payments, and the town believes the Commission owes additional money. There is a meeting scheduled on September 26 to address this.

Mr. Schimmel requested an update to the Deputy Director of Water Operations salary range to \$85,000-135,000 in order to attract more candidates.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ VOTED UNANIMOUSLY:

to approve the update to the salary range of the Deputy Director of Water Operations to \$85,000-\$135,000.

Mr. Schimmel reported on a sanitary survey conducted last week by MassDEP of the water treatment plant. Disinfection byproducts were a focus and it was an opportunity to display everything that has been done to address them. The overall inspection went well, though they identified some issues with cross connection program data that need to be clarified.

Mr. Schimmel reported that third-quarter HAA5 samples were out of compliance, as was expected. The trend of organics in the raw water correlates well with the amount of rain received. Operations and capital projects to address the issue are ongoing and staff are working as hard as they can on all fronts.

The STCC online water treatment license course is underway with 25 students, about a dozen of which are community college students. The course was also featured in *Water World* magazine.

Commissioner Otero noted that she learned the course filled rather quickly. Two are youth that dropped out of high school, and another three are welfare-to-work recipients, demonstrating that this is a great partnership. Commissioner Rodriguez commented that the easier pathway to the license is what has been missing.

Mr. Schimmel reported that there has been an adjustment to SRF loans in the form of a 6.1% debt forgiveness grant, totaling \$5.6 million. This is the most that has ever been received, usually debt forgiveness is around 3%.

Mr. Schimmel reported on a 25-year agreement with the Pioneer Valley Planning Commission for the Connecticut River Cleanup Committee. The existing agreement is expiring and they wish to renew the memorandum of agreement with the Commission and two other communities and governmental units. The membership cost is \$2,500/year.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ VOTED UNANIMOUSLY:

to approve the 25-year memorandum of agreement with the Pioneer Valley Planning Commission for the Connecticut River Cleanup Committee, pursuant to review by Commission counsel.

Mr. Schimmel reported that he met with EPA officials in Washington, D.C. to discuss a potential grant to help build the infrastructure necessary to bring Chicopee into the wastewater system. The initiative corresponds with several EPA initiatives such as regionalization, public-private partnerships, expanded operations to communities, and promoting independent municipalities. Significant grant funding is available, and potential loan terms would be 0% for 50-60 years.

Commissioner Leonard asked whether Chicopee Mayor Kos is leaving at the end of his term. Mr. Schimmel responded yes, and that Chicopee should adopt a memorandum of agreement with EPA or the Commission before he leaves office. Adding Chicopee with financial support from EPA makes sense for the Commission in terms of finances and risk, and possibly for Chicopee.

Mr. Schimmel noted that he is working on updating residential manager agreements to reflect how the Commission currently operates.

Mr. Guz provided an update on the Fontaine property acquisition. The plan was to buy the property for \$1 million and then subdivide the land. Thirty percent of that land is in Chapter 61A, meaning the town has a right of first refusal if the use of the property is converted from agricultural. The Town is contending that there needs to be a separate Purchase & Sale agreement for the 30 acres that would be converted. The property owner does not want to subdivide the property, but the Commission does not want to take the risk of owning the house and barn. The Commission offered to buy just the 527 watershed acres, but the property owner prefers the Commission buy the entire property. The property owner could also opt out of Chapter 61A, but it would not take effect until next fiscal year when the grant money would be gone. Mr. Guz expressed concern about continuing with the deal.

Mr. Guz updated Commissioners on the electric audit to make sure Eversource was correctly billing the Commission. The audit came out as \$5,640 in the Commission's favor. Staff are currently working with Competitive Energy to secure bids for new electric contracts.

Mr. Guz reported that the general revenue bond should close by the end of October. Mr. Guz noted that he is not available to be bond counsel for the next transaction due to other commitments with the Commission. Mr. Guz will prepare the borrowing resolution. Mr. Guz recommended hiring outside counsel to prepare the official statement and recommended KP Law.

UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ VOTED UNANIMOUSLY:

to approve engaging KP Law in regards to the issuance of the 2019 Series E bond in the amount of \$22-23 million.

Ms. Douglass reported on continuing to work on updating job descriptions and policies.

Director of Field Services Dan DiRienzo reported that the construction group is working on 2-3 water main replacements, while flushing continues throughout the city. Ludlow Fire Department is receiving paper maps of all the hydrants.

Mr. Stoops reported that AECOM and UMass are working on setting up the pilot plant for removal of dissolved natural organic matter. A grant for the distribution system and asset management was received. Design of water mains for next year's construction is ongoing, and Stantec is designing sewer mains for

construction. There was one bid for the private wells treatment system. The 42" raw water conveyance project is complete. Work on isolation of Provin tank 1 and the cover for tank 2 is ongoing.

Mr. Pellegrino reported that October 10 is the date for the bond rating upgrade presentation to Standard & Poor's.

Mr. Basile reported on an OPEB trust meeting and that work on the audit is ongoing.

Mr. Fuqua reported that the York Street Pump Station project has ramped up with three large cranes on York Street now. The 50' slurry wall is under construction and the influent structure bypass is ready. An RFP and two addendums were also issued for wastewater services. Three companies are pursuing it. Mr. Guz and Mr. Schimmel commended Mr. Fuqua for the work he has put in to issuing the RFP and addendums, and noted that the service contract is 100+ pages.

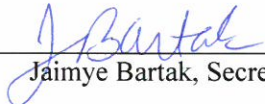
Commissioner Otero thanked Commission staff for participating in the Puerto Rican Day parade and sent thanks for Councilor Adam Gomez as well.

The next Commission meeting was set for Thursday, October 17, 2019 at 9 AM.

23. Consideration and/or action on any other matters that may come before the Commission at this meeting.

None considered.

AT 11:11 AM UPON MOTION DULY MADE BY COMMISSIONER LEONARD AND SECONDED BY COMMISSIONER RODRIGUEZ, THE COMMISSIONERS VOTED UNANIMOUSLY to enter into executive session to discuss potential property purchase on Eastern Avenue. It was determined that holding the discussion in public session could be detrimental to the Commission's negotiating position. It was announced that public session will not resume at the end of executive session.



Jaimye Bartak, Secretary

