

## PAWTUCKET WATER SUPPLY BOARD

The 422<sup>nd</sup> meeting of the Pawtucket Water Supply Board met on May 14<sup>th</sup>, 2024 at 5:00 PM

William Masuck called the meeting to order at 5:00 PM.

### **PWSB Members Present**

William Masuck, Chairperson – present  
James Bradford, Vice Chairperson – present  
Thomas Hodge – not present  
Mike Araujo – not present  
Mark Theroux – present  
Mark Stankiewicz - present

### **PWSB Staff Present**

James DeCelles - Chief Engineer  
Russel Houde – Assistant Chief Engineer  
Chris Collins – Source Water Manager  
Michael Lecours – Chief Financial Officer  
Katie Peters – Executive Project Manager

### **Public Attendees**

None

### **4. Consent Agenda**

Brief discussion about T&D Manager Fred Ramos' retirement, it was established that the job will need to be posted internally for 10 days. In the meantime, Marc Pontes has stepped in as interim manager. Discussion of open positions at PWSB covered that there are still 2 backhoe operator positions open, but PWSB will soon have all water utility worker positions filled.

A motion to approve Consent Agenda was made by Mark Theroux and seconded by Mark Stankiewicz.

**Roll Call Taken:**

William Masuck - Yes

James Bradford – Yes

Mark Theroux – Yes

Mark Stankiewicz - Yes

**APPROVED**

**New Business:**

**5A. MR-14 Main Replacement Bid Award**

The Board was asked to accept the lowest bidder, C.B. Utility Co., for the MR-14 Water Main Replacement Project. The winning base bid came in at \$6,471,668.90. The low bidder has demonstrated the requisite experience to complete this contract in the time allowed. CB's bid proposal and related documents appear to be in order. CB is competent for this type of work and employs personnel that have worked within the PWSB water distribution system on past similar projects. The contractor confirms that they will be substantially complete within the allotted 730 day completion period.

Motion to accept the bid was made by James Bradford and seconded by Mark Theroux.

**Roll Call Taken:**

William Masuck - Yes

James Bradford – Yes

Mark Theroux – Yes

Mark Stankiewicz - Yes

**APPROVED**

**5B. Bituminous and Concrete Patching of Sidewalks and Roadways – Bid No. 22-033**

**Extension**

The Board was asked to authorize an extension of the current contract with International Paving Corp. (IPC) to provide Bituminous Concrete Patching of Sidewalks and Roadways. The contract

with IPC is for a two-year period which will expire on June 30, 2024. There is a provision in the agreement to extend the contract for one additional year at no increase in cost subject to agreement by both parties. IPC has expressed a willingness to extend the contract (reference attached letter dated April 23, 2024) under existing terms and PWSB also desires to extend the contract under existing terms and conditions. Based on successful project performance through the current term of the contract and no increase in cost for a one-year term extension, it is recommended that PWSB extend the contract with International Paving for a not to exceed cost of \$818,155.00. Upon completion of the contract on June 30, 2025, PWSB will publicly bid the patching contract.

Motion to accept the contract extension was made by James Bradford and seconded by Mike Theroux.

**Roll Call Taken:**

William Masuck - Yes

James Bradford – Yes

Mark Theroux – Yes

Mark Stankiewicz - Yes

**APPROVED**

**5C. HVAC Preventative Maintenance Contract**

The Board was asked to authorize renewing a contract with Arden Engineering, in the amount of \$15,437, to perform preventative maintenance on the HVAC systems at 85 Branch St. and 239 Grotto Ave. This price is the same amount as the previous years contract. Under this contract Arden would perform bi-annual inspections on the HVAC systems at 85 Branch St. and 239 Grotto Ave. This contract also covers boiler cleaning, air conditioner coil cleaning, filter and belt replacement and all other preventative maintenance work on 25 pieces of equipment between the two sites. Arden is a vendor covered by the RI MPA, approved to perform HVAC installation and repair work.

Motion to accept the contract renewal was made by Mark Theroux and seconded by Mark Stankiewicz.

**Roll Call Taken:**

William Masuck - Yes

James Bradford – Yes

Mark Theroux – Yes

Mark Stankiewicz - Yes

**APPROVED**

**5D. USDA Forest Stewardship Grant**

The Board was asked to authorize the expenditure of an amount not to exceed \$10,000, to be paid to a Northern RI Conservation District approved forester/forestry firm, to develop and submit for approval, four Forest Stewardship Plans, for the forested land surrounding the PWSB reservoirs in Cumberland. USDA Forest Service Grant is offering Municipal and Public landowners the opportunity to secure grant money to fund a portion of the cost to develop a Forest Stewardship Plan. A professional forester will inspect the watershed property of the four PWSB reservoirs in Cumberland and will develop strategies for the PWSB to use to promote healthy forest growth and protect water quality. Four applications with a total grant award of \$6,384 have been submitted for approval. The PWSB cost share portion would be paid from the Land Acquisition Fund, which has a current balance of \$1,197,000.

Motion to accept was made by Mark Theroux and seconded by James Bradford.

**Roll Call Taken:**

William Masuck - Yes

James Bradford – Yes

Mark Theroux – Yes

Mark Stankiewicz - Yes

**APPROVED**

**5E. FY 2023 Audited Financial Statements**

The Board was presented with the 2023 Audited Financial Statements and decided to table discussion of the statements until the next board meeting, so board members would have time to review the documents.

Motion to table was made by James Bradford and seconded by Mark Theroux.

**Roll Call Taken:**

William Masuck - Yes

James Bradford – Yes

Mark Theroux – Yes

Mark Stankiewicz - Yes

**APPROVED**

**5F.a Bill Adjustment Request – 164 Oakland Ave, Pawt**

Mr. Mamadou Fofana sent a letter to the board requesting that the \$500.00 tax lien fee be waived from his account. Mr. Fofana was in Nigeria dealing with his mother’s funeral and was unaware of the deadline to avoid the tax sale fee. Based on the fact that Mr. Fofana paid his balance in full once he returned to America and due to the hardship he was dealing with, the board voted to remove the \$500.00 tax lien fee from his account.

Motion to remove the tax lien fee was made by James Bradford and seconded by Mark Theroux.

**Roll Call Taken:**

William Masuck - Yes

James Bradford – Yes

Mark Theroux – Yes

Mark Stankiewicz - Yes

**APPROVED**

**5F.b Bill Adjustment Request – 97 Greene St, Pawt**

Ms. Samantha Defreese sent a letter to the board requesting that the \$500.00 tax lien fee be waived from her account.

PWSB recommends that the Board deny Ms. Defreese's waiver request for the tax sale fee, in accordance with the Pawtucket Water policy and due to the fact that Ms. Defreese is still not current on her water bill.

Motion to deny the tax lien sale fee removal was made by James Bradford and seconded by Mark Theroux.

**Roll Call Taken:**

William Masuck - Yes

James Bradford – Yes

Mark Theroux – Yes

Mark Stankiewicz - Yes

**APPROVED**

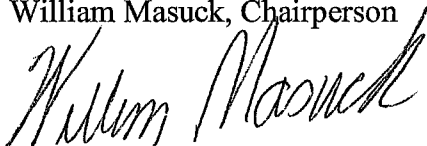
Next scheduled meeting will be on June 11<sup>th</sup>, 2024.

A motion to adjourn was made by James Bradford and seconded by Mark Theroux.

Meeting adjourned at 5:22 pm.

Certified by PAWTUCKET WATER SUPPLY BOARD, recorded by kp

William Masuck, Chairperson

A handwritten signature in black ink that reads "William Masuck". The signature is written in a cursive style with a large initial "W" and "M".