

**KINGSTON BOARD OF WATER COMMISSIONERS  
REGULAR MEETING  
OCTOBER 21, 2015**

The regular meeting of the Board of Water Commissioners was called to order at 3:31 p.m. on October 21, 2015 in the Department's offices at Jansen Avenue. Present were President Joseph DeCicco, Commissioners Robert Niedzielski, Dennis Crosswell and Joanne Seche. Also in attendance were Superintendent Hansen, Assistant Secretary Allan Alberts, Attorney William Cloonan, Council Liaison Brad Will, and James Caggiano. Mayor Shayne Gallo was not present.

The minutes of the previous meeting were approved on a motion made by Commissioner Crosswell and seconded by Commissioner Niedzielski. Motion carried by unanimous vote.

Bills in the amount of \$74,213.33 dated 9/16/15; \$27,032.46 dated 9/23/15; \$32,530.28 dated 9/30/15; \$27,182.55 dated 10/7/15; \$74,909.63 dated 10/14/15; and \$218,224.68 dated 10/21/15 were ordered paid as audited on a motion by Commissioner Niedzielski and seconded by Commissioner Crosswell. Motion carried by unanimous vote.

The Board discussed the Mink Hollow Intake Improvements. The Board was informed of a Change Order in the amount of \$7,919.50 for purchase of a davit crane and additional labor. A motion was made by Commissioner Niedzielski and seconded by Commissioner Crosswell to authorize this Change Order. Motion carried by unanimous vote.

The Board discussed the Phase 1B Filter Renovation Project. The project will be rebid on October 29 with results and recommendation expected for the November Board Meeting.

The Board discussed the project of Replacement of the Treatment Plant Wash Tower. Work on the project has begun and it is expected to be completed by the summer of 2016.

The Board was informed the design process has begun for the SCADA System and will take approximately six months to finalize.

The Board was informed that the design for the Generator at Foxhall Pump Station is 60% completed by CDM Smith.

The Board discussed the topic of Asset Management within the Department. Superintendent Hansen recommended that James Caggiano work with management to complete an asset inventory and formulate a plan that includes planned capital improvements, a detailed asset inventory, level of service requirements, vulnerability assessments, and determination of minimum life cycle costs. A prepared outline and timetable for the program implementation will be prepared for the Board to review.

Communication included a request from Gary Otis, of 234 South Wall Street, to waive a meter fee. On a motion by Commissioner Crosswell and seconded by Commissioner Niedzielski the request was denied. Motion carried by unanimous vote.

A resolution was made by Commissioner Croswell and seconded by Commissioner Niedzielski as follows:

The use of recording devices and/or photography is prohibited at meetings of the Kingston Board of Water Commissioners unless prior notice is given to the Board in advance of the use of such devices. Notwithstanding, use of such devices may be prohibited if the same interfere with the conduct of the Water Board Meeting. All persons requesting to use recording devices and/or photography will be asked to fill out an informational form which will be made available by Attorney Cloonan.

Motion carried by unanimous vote.

The Board was informed of a Change Order for the CSX Crossing Project in the amount of \$12,112.31 and a credit of \$8,779.90 resulting in a net increase to the project cost of \$3,332.41. On a motion by Commissioner Croswell and seconded by Commissioner Seche the Change Order was approved. Motion carried by unanimous vote.

The Board discussed upcoming negotiations for a Contract Bargaining Agreement with the employees. A date of November 2<sup>nd</sup> at 3:30 was set for a Special Meeting to discuss the negotiations in Executive Session.

The September Superintendent's Report was read and ordered filed on a motion by Commissioner Niedzielski and seconded by Commissioner Croswell. Motion carried by unanimous vote.

A motion to move into Executive Session was made by Commissioner Croswell and seconded by Commissioner Niedzielski at 4:58 pm. A motion to come out of Executive Session was made by Commissioner Niedzielski and seconded by Commissioner Croswell at 5:20 pm. Motions carried by unanimous vote.

Motion to adjourn was made by Commissioner Croswell and seconded by Commissioner Seche at 5:40 pm. Motion carried by unanimous vote. The next meeting was set to be on November 18 at 3:30 pm.

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Assistant Secretary

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