

**KINGSTON BOARD OF WATER COMMISSIONERS
REGULAR MEETING
NOVEMBER 8, 2017**

The regular meeting of the Board of Water Commissioners was called to order at 5:05 p.m. on November 8, 2017 in the Department's offices at Jansen Avenue. Present were President Dennis Crosswell, Mayor Steven Noble, Commissioners Robert Niedzielski, Joanne Seche, and Margaret Gruner. Also in attendance were Superintendent Judith Hansen, Assistant Secretary Allan Alberts, Attorney William Cloonan, Council Liaison Reynolds Scott-Childress, and James Caggiano.

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

Bills in the amount of \$81,027.88 dated 10/18/17; \$59,461.03 dated 10/25/17; \$27,012.25 dated 11/1/17; and \$139,026.63 dated 11/8/17 were ordered paid as audited on a motion by Commissioner Niedzielski and seconded by Commissioner Seche. Motion carried by unanimous vote.

Representatives from the Kingston Cal Ripken League addressed the Board with a request to reduce their 4th Quarter 2017 Water Bill. They were told that the Board would discuss the request later in the meeting and that Superintendent Hansen would communicate the results of the discussion to one of their representatives.

The Board discussed the Cooper Lake Improvements Project. A Preliminary Project Schedule was disbursed to the Board for review. A proposal from Schnabel Engineering for Geotechnical Explorations in the amount of \$149,300 was submitted to the Board for approval. The proposal consisted of estimated fees for Schnabel Labor, Subcontractor Drilling, Laboratory Testing, and a Geotechnical Data Report. A motion was made by Commissioner Gruner and seconded by Commissioner Niedzielski accepting the proposal at a cost not to exceed \$149,300. Motion carried by unanimous vote.

The Board discussed the DOT Report for the Interstate 587/Albany Avenue Roundabout. Superintendent Hansen reported meeting with Brinnier & Larios to discuss providing KWD with engineering services for water main replacements at the site of the proposed DOT project. A proposal from Brinnier & Larios will be presented at a future Board meeting.

The Board discussed the SCADA System Project. It was reported that the elevation certificates were received and the project would go out to bid in the early part of 2018.

The Board discussed the Binnewater UPS Installation Project. It was reported that the Notice to Proceed has not yet been issued to Arace Electronics due to a delay in procurement of a Performance Bond. Attorney Cloonan recommended an alternative to the Performance Bond would be a cash deposit paid to KWD by Arace Electronics. A motion was made by Commissioner Seche and seconded by Commissioner Niedzielski to authorize a Cash Deposit of \$5,000 from Arace Electronics to KWD in lieu of a Performance Bond for Contract C-201, Installation of a UPS System at Binnewater. Motion carried by unanimous vote.

The Board discussed the Transmission Main Rehab Project. It was reported that the engineer is moving forward with the design work and that 60% Design Plans would be available at the next Board meeting.

The Board was informed that the Lagoon Sludge Removal was in progress. CDM Engineering submitted a proposal in the amount of \$31,400 for Engineering Services related to the Lagoons Long Term Sludge Processing Evaluation. A motion was made by Commissioner Gruner and seconded by Commissioner Seche accepting the proposal at a cost not to exceed \$31,400. Motion carried by unanimous vote.

The Board was presented with a Summary of the Large Meter Testing done by Johnson Controls. The Board will take time to review the summary. In the meantime, it will be attempted to continue testing Large Meters that could not be tested during this phase of the project due to faulty valves. The Small and Intermediate Meter Testing will commence shortly. Further review and discussion will take place at subsequent Board meetings.

A Preliminary 2018 Budget was disbursed to the Board for review by Allan Alberts. A Special Board Meeting is scheduled for December 6th at 5 pm to further discuss the 2018 Budget.

There was no correspondence to report.

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

A motion to move into Executive Session was made by Commissioner Seche and seconded by Commissioner Niedzielski at 6:48 pm. A motion to come out of Executive Session was made by Commissioner Niedzielski and seconded by Commissioner Seche at 7:37 pm. Motions carried by unanimous vote.

A motion was made by Commissioner Gruner and seconded by Commissioner Seche to hire Elkin Escobar for the title of Motor Equipment Operator at an annual salary of \$46,687. Motion carried by unanimous vote.

Motion to adjourn was made by Commissioner Niedzielski and seconded by Commissioner Seche at 7:39 pm. Motion carried by unanimous vote.

Allan P. Alberts
Assistant Secretary

