

Commissioners
Robert E. Corey
William L. Morin
Chairman - William "Zee" Zielinski

Michael Sheu
Superintendent

John M. Hudzik
Field Service Manager
Primary Distribution Operator

Debra H. Vinal
Treasurer

MINUTES

APRIL 25, 2018

The meeting was called to order at 6:10 PM

PRESENT:

Commissioners William Zielinski/Chairman, Robert E. Corey/Vice-Chairman, and William L. Morin. Superintendent Michael K. Sheu, Field Services Manager John Hudzik, District Counsel Arthur C. Sullivan Jr. and Roland L. Milliard, and Recording Secretary Jayne Boissonneault.

Chairman Zielinski called for a moment of silence in dedication to all public safety and public service career men & women who leave their homes each day, never knowing if they will return.

MINUTES:

All agreed to table acceptance of minutes to the next meeting.

APPOINTMENTS:

Community Input:

None

6:10 PM: 225 Patricia Ln./Property owners request for discussion re water drainage:

The property owners were not present. Superintendent Michael Sheu informed the Board the property in question is located within wetlands, and the property owners would like to drain water into our well field. The Commissioners asked if the property owners have sought an opinion from conservation. All agreed the District will not be draining water from the Patricia Lane area into the District's wellfield.

CORRESPONDENCE:

None

All agreed to take the agenda out of order to discuss the metering replacement project under Superintendent's Report.

SUPERINTENDENT'S REPORT:

Metering Replacement Project:

Tara McManus, Project Manager and Margaret McCarthy, Team Leader, Weston & Sampson were present at the meeting to make their recommendation on the District's Metering Replacement Project. David M. Murphy Plumbing & Heating, Inc., was the lowest bid, however, after contacting the low bidder's references, Weston & Sampson concluded those projects given as references did not represent work similar to the District's metering replacement project. The business manager and senior technician for Murphy Plumbing were contacted, and confirmed they have never completed a project of this size or complexity, but intended to buy ipads, and to purchase some software. They also stated they intend to hire a dedicated project manager and additional installers to oversee and complete the project on time, however, these positions are currently vacant. Both Tara McManus and Margaret McCarthy stated that in their opinion, Murphy Plumbing is not qualified to do this large scale project, and have not demonstrated that they possess the skill and ability necessary to complete this project.

Attorney Milliard stated Murphy Plumbing was not able to identify "who" they intend to hire to run the project so that they could be evaluated. Field Services Manager John Hudzik added there were no references in the bid submission.

Chairman Zielinski stated the District has experienced being in court for years for not accepting the lowest bidder, and lengthy discussion ensued including the question of what responsibility Weston & Sampson has if the District awards the bid to the 2nd lowest bidder East National Water, LLC and end up with a lawsuit. Ms. McManus answered that the other bidders can also protest and the District could end up in court, asking how Murphy Plumbing & Heating can be considered the lowest and responsive bidder, as it is clear they do not have the experience. Superintendent Michael Sheu stated whether or not the lowest bidder does or does not protest, the consultants did their job. Tara McManus stated they have done their due diligence and are here to provide us with their recommendation in the best interest of the District. Attorney Sullivan stated there is no way we can guarantee there will not be a bid protest. We have received a strong opinion from our consultant that Murphy Plumbing is not ready to do the work. Attorney Milliard stated he concurs with Attorney Sullivan, adding that no references were given at the time the bid was submitted, and this was openly noted by the other bidders. John Hudzik stated the 2nd lowest bidder emphasized several times Murphy Plumbing did not provide the required references and therefore did not meet the specs.

Commissioner Morin made a motion, based upon the recommendation of Weston & Sampson, to award East National Water, LLC the bid for the Metering Replacement Project for 4,000 meters in the amount of \$1,189,985.19 to be completed within 240 days of award. Seconded by Commissioner Corey. Motion passed unanimously.

DISTRICT COUNSEL’S REPORT:

District Counsel stated there was nothing new to report from the agenda with the exception of the following:

Proposal of 16” Water Main from TWF through Norris Road and Lawrence Road to Lakeview Ave:

District Counsel reported all parties met at the Attorney General’s Office on the bid protest filed by RFS Corp for the 16” Water Main Project Norris Road & Lawrence Road. The hearing officer took the matter under advisement, however, District Counsel was of the opinion the hearing officer did not appear to be in agreement with RFS Corp. It will take approximately two weeks to get the written decision from the AG’s Office.

Superintendent Michael Sheu stated District Counsel presented a very good case on behalf of the District, and the Commissioners thanked District Counsel for a job well done in representing the DWSD.

Commissioner Morin made a motion to accept District Counsel’s report as presented. Seconded by Commissioner Corey. Motion passed unanimously.

SUPERINTENDENT’S REPORT:

Tyngsboro and New Boston Well Fields:

Superintendent Michael Sheu reported the District is trying to open their wellfields for the future, but cannot move forward until replacement Well #3 and replacement Well #2 are on line and prove to be good wells. Once this is done, Mr. Sheu will invite Kevin MacKinnon of Weston & Sampson to come back and explain the next steps to the Board.

Proposal of new 16” Water Main from TWF through Norris Road/Lawrence Road to Lakeview Ave:

Addressed earlier this evening and awaiting decision from Attorney General’s Office.

Metering Replacement Project:

Addresses earlier this evening

Commissioner Corey made a motion to accept the Superintendent’s report as presented. Seconded by Commissioner Morin. Motion passed unanimously.

OLD BUSINESS:

Fluoridation:

Tabled

Vacancy – Field Services Operator:

The Commissioners authorized the Superintendent to re-post this position.

NEW BUSINESS:

Staff Reviews:

Kelley Chasse:

Superintendent Michael Sheu provided the Board with copies of Kelley Chasse's performance review. All agreed Kelley is an outstanding employee. Chairman Zielinski commented on Kelley's knowledge of the District's Bylaws and her enthusiasm in taking advantage of opportunities for growth.

Commissioner Corey made a motion to give Kelley Chasse a 5% increase retroactive to her anniversary date. Seconded by Commissioner Morin. Motion passed unanimously.

Meeting Schedule:

Chairman Zielinski announced the next meetings are scheduled as follows:

Saturday, May 12, 2018

7:30 AM Harmony Hall, 1600 Lakeview Avenue

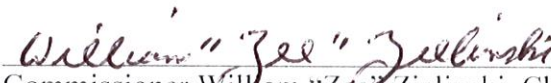
Wednesday, May 23, 2018


6:00 PM DWSD/Main Office Conference Rm.

Chairman Zielinski reported that due to personal emergency circumstances, he will be out of the country and unable to attend the DWSD Annual Meeting. Commissioner Zielinski noted this will be only the 2nd time in 20 years, since 1998, that he will miss an Annual Meeting.

All agreed to table voting on reorganization of the Board until their May 23, 2018 meeting.

Commissioner Morin made a motion to adjourn the meeting at 7:31 PM. Seconded by Commissioner Corey. Motion passed unanimously.


Commissioner William "Zee" Zielinski, Chairman


Commissioner Robert E. Corey, Vice-Chairman


Commissioner William L. Morin