



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

**Michael Sheu**  
*Superintendent*

**John M. Hudzik**  
*Field Service Manager*  
*Primary Distribution Operator*

**Debra H. Vinal**  
*Treasurer*

## MINUTES

**JULY 26, 2017**

The meeting was called to order at 7:05 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 Secretary Jayne Boissonneault

### **Update on Undersize Water Main Replacement Phase 1 Project:**

Superintendent Michael Sheu informed the Board DeFelice was the lowest bidder for the 2017 Undersized Water Main Improvement Project.

Woodard & Curran provided notice to proceed on this project to be signed by the Superintendent and/or Commissioners, however, pointed out a deviation on insurance coverage. At their meeting of July 12, 2017, the Commissioners asked that legal counsel review the bid with Woodard & Curran to be sure the bid specs were met. Mr. Sheu explained that when the bid is opened the only information reviewed in the total price – insurance information is not reviewed at the bid opening.

District Counsel Arthur Sullivan stated it is his position that DeFelice met the bid specifications. District Counsel Roland Milliard agreed, stating DeFelice provided, within 10 days, the insurance information which meets the requirements.

Both Mr. Sheu and Mr. Hudzik expressed the importance of completing the 2017 Phase 1 project work before the winter in order to avoid potential issues in the area of Gilmore Street.

Commissioner Morin made a motion to award the 2017 Undersized Water Main Improvement Project – Phase 1 to the DeFelice Corporation. Seconded by Commissioner Corey. Motion passed unanimously.

**Additional Scope for Subsurface Investigation for the 2017 Undersized Water Main Replacement Phase 1 Project:**

All agreed it is in the best interest of the District to add subsurface investigation to Woodard & Curran's scope for the 2017 Undersized Water Main Replacement Project Phase 1 in order to avoid contractor delays and additional costs to the District as this project moves forward.

Commissioner Corey made a motion to authorize an amendment to Woodard & Curran's Undersized Water Main Replacement Phase 1 Project for boring in the amount of \$7,500. Seconded by Commissioner Morin. Motion passed unanimously.

**Other:**

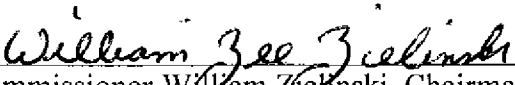
The Commissioners requested tabs on future Superintendent's reports for convenience in getting everyone on the same page more quickly during meetings.

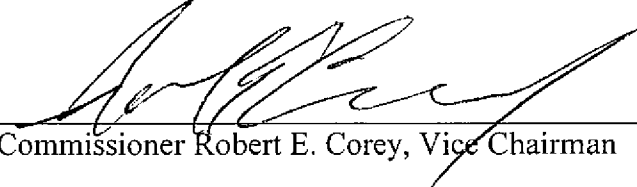
**Meeting Schedule:**


The Commissioners agreed to change the next meeting date to August 16<sup>th</sup>. Chairman Zielinski announced the next meeting is scheduled as follows:

**Wednesday, August 16, 2017      7:00 PM   DWSD/Main Office Conference Rm.**

Commissioner Morin made a motion to adjourn the meeting at 7:45 PM. Seconded by Commissioner Corey. Motion passed unanimously.

  
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Commissioner William Zielinski, Chairman

  
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Commissioner Robert E. Corey, Vice Chairman

  
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Commissioner William L. Morin