

**GROTON UTILITIES COMMISSION
/ WATER POLLUTION CONTROL AUTHORITY
May 20, 2020 10:30AM
AGENDA
City of Groton Municipal Building**

1. **Call Meeting to Order**
 - A. Roll Call
2. **Approval of Minutes**
 - A. Regular Meeting of April 15, 2020
3. **Approval of Treasurer's Report**
 - A. Treasurer's Report for April 2020
4. **Communications and Correspondence**
 - A. Thank you from Groton Public Schools
 - B. Thank you from Timothy Meehan
 - C. Email to the Director from Sam Spano
5. **Public Communications**

In response to State of Connecticut Executive Order No. 7B "Protection of Public Health and Safety During Covid-19 Pandemic and Response – Further Suspension or Modification of Statues", dated March 14, 2020, suspending in-person open meeting requirements, all public meetings will be closed to the public at this time. Public Meetings will be televised in real time on Groton Municipal Television Channel 2 and online. If you wish to address the Commission, please call 860-446-4130 during the Public Communications part of the agenda. In addition, written communication sent to directorsoffice@grotonutilities.com by 9am on the date of the meeting will be read during this portion of the agenda.
6. **Regional Water Update**
7. **Monthly Financial Highlights**
8. **Projects / Initiatives Update**
 - A. Operational Update – Covid 19
 - B. Customer Service
 1. Updated Customer Service Hours
 2. Accounts Receivable – Aging Accounts Update
9. **Old Business**
 - A. PAF odor update
 - B. PCB Update
 - C. Electric Vehicle Charging Stations
 - D. Public Hearing – Revised Schedule
 - E. Strategic Plan Development – Revised Schedule

10. New Business

11. Action Items

- A. GUC-WPCA-2020-05-17** Consideration and action to authorize Groton Utilities Management to approve the low bid and enter into a three-year Sludge Management Contract beginning July 1, 2020, with Harry H. Stone and Son, Inc., 313 Main Street, North Southbury, CT and issue a purchase order in the amount not to exceed One Hundred Twenty Thousand Dollars and No Cents (\$120,000.00) for transportation and disposal of liquid sewage sludge and scum at the Wastewater Treatment Plant to be paid from funds available in the proposed FY 2020-2021 Sewer Operating Budget and furthermore that the City Council be appraised of this action with the recommendation that it concur
- B. GUC-WPCA-20-05-18** Consideration of and action to authorize Groton Utilities Management to approve the low bid and issue a purchase order to Gervais Ford, 5 Littleton Road, Ayer, Massachusetts for the purchase of one (1) 2020 FORD F-350 Super Duty 4x4 Dual Wheel Regular Cab in the quoted amount not to exceed Forty Seven Thousand, Nine Hundred Ninety Seven Dollars and No Cents (\$47,997.00) to be paid from available funds in the sewage account and furthermore, that the City Council be apprised of this action with the recommendation that it concur.
- C. GUC-WPCA-20-05-19** Consideration of and action to authorize Groton Utilities Management to approve the lowest bid that meets specification and authorize a purchase order to James A. Kiley Co., 15 Linwood Street, Somerville, Massachusetts for one (1) 2021 Freightliner M2 106 boom truck outfitted with Terex Boom in the quoted amount not to exceed Two Hundred Sixty Four Thousand, Nine Hundred Seventy Seven Dollars and No Cents (\$264,977.00) to be paid from funds available in Electric Division vehicle replacement fund, and furthermore, that the City Council be apprised of this action with the recommendation that it concur
- D. GUC-WPCA 20-05-20** Consideration of and action to authorize Groton Utilities Management to enter into Memorandum of Understanding with Eversource, for the ISO required upgrade on the Groton owned Transmission facilities, in order to coordinate efforts so as to minimize costs and time to implement improvements to the 1280, 1410 and 400 Lines including associated equipment in the Buddington Sub-station, and furthermore that the City Council be apprised of this action with the recommendation that it concur and the Director of Utilities be authorized to execute the Memorandum of Understanding once approved by Eversource and Groton Utilities
- E. GUC-WPCA 20-05-21** Consideration of and action to approve the proposed Bond for the ISO required upgrade on the Groton owned Transmission Facilities for improvements to the 1280, 1410 and 400 Lines including associated equipment in the Buddington Substation for the total amount not to exceed Fifteen Million Two Hundred Thousand Dollars (\$15,200,000) and furthermore that the Proposed Bond Fund Improvement be forwarded to the City Council prior to consideration by the City Freemen
- F. GUC-WPCA 20-05-22** Consideration of and action to authorize Groton Utilities Management to enter into a Master Service Agreement with BHI Energy, 500 Columbia

Drive, Suite 100, West Palm Beach, Florida for a five (5) year contract, and that this company be recognized as a preferred vendor to avoid future bid process at agreed on prices for services, with consideration given to approval of future purchase order amounts per Policy No. 1004 Policy and Procedures Governing the Purchasing Practices of Groton Utilities, and furthermore that the City Council be apprised of this action with the recommendation that it concur and the Director of Utilities be authorized to execute the agreement

G. GUC-WPCA 20-05-23 Consideration of and action to authorize Groton Utilities Management to enter into a Master Service Agreement with LIG Engineering, 510 Chapman Street, Suite 202, Canton, Massachusetts for a five (5) year contract, and that this company be recognized as a preferred vendor to avoid future bid process at agreed on prices for services, with consideration given to approval of future purchase order amounts per Policy No. 1004 Policy and Procedures Governing the Purchasing Practices of Groton Utilities, and furthermore that the City Council be apprised of this action with the recommendation that it concur and the Director of Utilities be authorized to execute the agreement

12. Possible Executive Session

13. Adjournment