

Minutes of the Meeting of July 30, 2019

Called to Order at 4:50 pm

1. Conducted Facility Project walk-thru inspection with the Owner Project Manager (OPM) Steve Kirby. After the walk-thru, Mr. Kirby provided the Commissioners with a progress update on the project and confirmed that the project was still on schedule to be completed in October.
2. The Commissioners approved the Minutes of the Meeting of July 9th as amended. The motion was made, duly seconded, and approved by unanimous roll call.
3. Director Roy presented his bi-weekly report to the Commissioners. Commissioner Sheldon asked for an update on the Morse Road water main project. Mr. Roy stated that construction began on Wednesday, July 24th and that the contractor had completed about 50% of the water main work. He also stated the main should be completed by the following Wednesday and that the service connections would be installed after the pressure test and bacteria results were received.
4. Mr. Roy presented the revised draft Cyber Security Policy was presented to the Commissioners. Much discussion was held over minor editing to the draft. Commissioner Sheldon moved to approve the policy as amended. The motion was duly seconded, and unanimously approved.
5. Director Roy provided a brief update on RFPs 2-3, 20-4, and 20-5.
6. Commissioner Fox moved to conclude the meeting, the motion was seconded by Commissioner Sheldon, approved by unanimous roll call.

There being no further discussions the meeting adjourned at 6:58 pm.

In attendance:

Robert Boyd, Chairman
Robert H. Sheldon, Commissioner
Joshua M. Fox, Commissioner
Steve Kirby, Vertex, OPM
Karen Moretti, Office Manager
Vincent J. Roy, Executive Director