

Pascoag Utility District Board of Commissioners

Regular Meeting Minutes- November 26, 2012

A meeting of the Pascoag Utility District was held on Monday, November 26, 2012 at 6:00 PM in the District Office at 253 Pascoag Main Street., Pascoag, RI 02859.

Members Present: Albert Palmisciano, Ann Polacek, Michael Kogut, Richard Jenks and Wallace Lees

Members Absent:

Mr. Palmisciano called the meeting to order at 6:00 PM

Minutes

1. Pledge of Allegiance

2. Public Comment

3. Committee Comments

• Finance Subcommittee met earlier and discussed the 2013 Electric Budget and recommends that the full Board approve it. They also discussed the pay down of the Well #3 USDA loan and are recommending the full Board approve the payoff of the loan to avoid \$67,000 in interest charges over the life of the loan.

4. Good and Welfare of the District

A. Docket No. 1725

For the period ending October 31, 2012, Pascoag Utility District disconnected 30 residential standard customers, one expired infant protection customer and two protected status customers. The average monthly balance was \$222.01 for those that were terminated.

Pascoag had two accounts terminated for non-payment in excess of

\$1,000 during this period. Pascoag Electric sent a total of 731 disconnection notices for this period. PUD entered into one new written agreement, two financial hardship written agreements, and one hundred and two verbal agreements with its standard customers. PUD has twenty-three written agreements for customers who qualify for Protected Status. Twenty-three out of one hundred and two short term agreements were delinquent and twenty three out of forty-nine written agreements have been broken during the month of October.

Motion to receive and file made by Mr. Lees, seconded by Mr. Jenks. The vote in favor was unanimous.

B. Settlement Account Activity

Ms. Allaire presented the monthly update of the activity of the settlement money. This month the District paid \$214,000 to vendors. The invoices were submitted to the RICWFA so that money will be coming back to the District. Motion to receive and file made by Mr. Lees, seconded by Mr. Kogut. The vote in favor was unanimous.

C. Unaccounted for Water

Ms. Allaire stated that by the end of this quarter the unaccounted for water was back up to 19%. A large amount of water was used for flushing the tank. This year the District is at an average of 16% for unaccounted for water. Mr. Piccardi is in the process of reviewing the larger water customer accounts to look for unmetered water. Motion to receive and file made by Mr. Lees, seconded by Mr. Jenks. The vote in favor was unanimous.

D. Credit Card Activity

Ms. Allaire stated that customers are making 35% of their payments by credit card over the website. This is without much promotion or without a robust credit card payment system. Motion to receive and file made by Mr. Lees, seconded by Mr. Jenks. The vote in favor was unanimous.

E. PUD Christmas Party

The PUD Christmas party will be held on December 8, 2012 at the Townsman Club.

F. PUD Christmas Families

PUD staff is collecting donations for families in need this holiday season. If anyone would like to make a donation, please see Linda LaPorte.

G. RIPUC Rate Hearing

Mr. Kirkwood stated that because the District has a rate case this year. There will be a public comment meeting on Tuesday November 27th at the District.

H. Annual Meeting

Mr. Kirkwood reminded the Board that the Annual meeting will be held on December 10th at 7:00PM.

I. NEPPA Board Meeting

Mr. Kirkwood stated that Mr. Guertin received the Francis Willy award for commitment to Public Power.

J. Final Disbursement of EPA Grant

Mr. Kirkwood stated that he wanted to commend Ms. Allaire for working on the AMR Water Project and getting the District an additional \$80,000 to use for the water projects.

K. Thank You

Mr. Kirkwood spoke about all the thank you notes the District received on Facebook from customers. Motion to receive and file made by Mr. Lees, seconded by Mr. Kogut. The vote in favor was unanimous.

5. Approval of Minutes

• Regular BUC Meeting- October 22, 2012

Motion to approve the minutes as submitted made by Mr. Lees, seconded by Mr. Jenks. The vote in favor was unanimous.

6. Unfinished Business

12-09-Tank Rehab Project

Mr. Kirkwood stated that the South Main Street tank will be brought back into service tomorrow. Some work has been completed on the Rock Ave tank but it won't be taken out of service until the spring.

7. New Business

12-24 Well #5 Rehab

Mr. Kirkwood stated that Well #5 will be taken out of service on Monday to be rehabbed. The process should be completed in about a week. Joe Ingari will be overseeing the project.

12-25 Action Item: Debt Service Pay Down

Mr. Palmisciano stated that the Finance Subcommittee met and made a motion to recommend the full Board approve the pay down of the loan for Well #3. By doing this it would save the District over \$67,000 in interest over the life of the loan.

Mr. Lees made a motion to approve the payoff of the loan for Well #3, seconded by Mr. Jenks. The vote in favor was unanimous.

12-26 Action Item: Review and Approval of 2013 Electric Budget

Mr. Lees made a motion to approve the 2013 Electric budget, seconded by Mr. Kogut. The vote in favor was unanimous.

12-27 Action Item: Water Department Write-off

Ms. Allaire stated that due to some misinformation given at Town Hall there was a water write-off this year. Mr. Lees made a motion to approve the write-off, seconded by Mr. Kogut. The vote in favor was unanimous.

8. Financial Reports

A. Electric Department- September 2012

B. Water Department- September 2012

Ms. Allaire reviewed the September financials. Mr. Lees made a motion to approve the Electric financials as submitted; seconded by Mr. Jenks. The vote in favor was unanimous.

Mr. Lees made a motion to approve the Water financials as submitted; seconded by Mr. Jenks. The vote in favor was unanimous.

9. Adjournment

Mr. Lees made a motion to adjourn, seconded by Mr. Jenks. The vote in favor was unanimous. The meeting was adjourned at 6:37PM.

Wallace Lees, Secretary

Desarae Dolan, Recording Secretary