

PASCOAG UTILITY DISTRICT - BOARD OF UTILITY COMMISSIONERS MINUTES

The regular meeting of the Pascoag Utility District Board of Utility Commissioners was held on Monday, January 28, 2013 at 6:00 pm in the District office, Pascoag 253 Pascoag Main Street, Pascoag, RI.

Members Present: Chairman Albert Palmisciano, Commissioners Richard Jenks, Michael Kogut and Wallace Lees

Members Absent: Ann Polacek

Also in Attendance: Michael Kirkwood, General Manager; William Bernstein, General Counsel

Chairman Palmisciano opened the meeting at 6:00 pm.

- 1. Pledge of Allegiance**
- 2. Public Comment-none**
- 3. Committee Comments-none**
- 4. Good and Welfare of the District**

A. PUC Data Request – Docket No. 1725

Ms. Allaire reviewed the customer shut off information. The average customer balance was around \$318.48. Ms. Allaire stated that eight residential standard customers were disconnected in the month of November. Pascoag Utility District sent out 420 disconnection notices. Motion to receive and file made by Mr. Lees, seconded by Mr. Kogut. The vote in favor was unanimous.

B. Settlement Account Activity

Ms. Allaire reviewed the settlement account activity. She provided a summary of expenses for Capital projects in 2013 such as water exploration, well #5 rehab and the purchase of a water valve tool.

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

C. Water Main Break- Christmas Eve

Mr. Kirkwood reported that the entire water system had to be shut down to fix a water main break. Pascoag's Water Department was cited for failing to turn back on the analyzer at Well #5 after the water main break. Water tests were taken immediately after and came back negative. The valves will now be exercised between 1AM and 5AM to cause as little disruption to PUD's customers as possible. They will also be notified by a letter on their door. PUD staff will also use the Code Red system to notify customers in emergency situations.

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

D. Upcoming Legislation

Mr. Kirkwood is reviewing several pieces of legislation and has gone to the State House to testify on one piece of legislation last week.

E. Audit

Ms. Allaire stated the District was almost 75% of the way through their audit.

F. Health Insurance

Mr. Kirkwood stated that there was a 4% increase in PUD's health insurance.

G. RIPUC Hearing

Mr. Bernstein reported that everything that was agreed to in the

settlement was accepted by the Public Utilities commission. The decreased rates will go into effect February 1st.

H. LED Pilot Program

Ms. Round presented information on Pascoag's new LED pilot program.

I. Executive Session

Mr. Lees made a motion to move the Executive Session up to before item five, seconded by Mr. Jenks. The vote in favor was unanimous. The Board entered into Executive Session at 6:45PM.

Mr. Lees made a motion to exit Executive Session at 6:53PM, seconded by Mr. Jenks. The vote in favor was unanimous. No votes were taken.

J. Grant Activity

Ms. Dolan stated that she was in the process of gathering information on grants that could be potentially useful to the District.

5. Approval of Minutes

- Finance Subcommittee Meeting- November 26, 2012
- Regular BUC Meeting- November 26, 2012
- Annual Meeting- December 10, 2012
- Re-org Meeting- December 17, 2012

Mr. Jenks made a motion to approve the minutes as submitted, seconded by Mr. Kogut. The vote in favor was unanimous.

6. Unfinished Business

- 12-09 Tank Rehab

The Rock Ave. tank has been completely drained and they're begun metal work on the tank. There have been no complaints about water

pressure while this project has been ongoing.

7. New Business

- **13-01 Action Item: Amendment to 401K**

Mr. Kirkwood stated that this was an amendment to conform to new IRS guidelines. Mr. Kogut made a motion to sign the amendment to the District's 401K plan, seconded by Mr. Jenks. The vote in favor was unanimous.

8. Financial Reports

A. Electric Department- December 2012

B. Water Department- December 2012

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

9. Executive Session-was entered into after the LED Pilot Program agenda item.

10. Adjournment

Mr. Jenks made a motion to adjourn, which was seconded by Mr. Kogut . The vote in favor was unanimous. Chairman Palmisciano adjourned the meeting at 7:01 pm.

Wallace Lees, Secretary

Board of Utility Commissioners

Desarae Dolan, Recording Secretary