

# **PASCOAG UTILITY DISTRICT - BOARD OF UTILITY COMMISSIONERS MINUTES**

**The regular meeting of the Pascoag Utility District Board of Utility Commissioners was held on Tuesday, June 25, 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 Comments-There were no comments.**

**3. Committee Comments**

- Finance Subcommittee-The Finance Subcommittee met and made a motion to recommend that the full Board approve a line of credit being established for emergency purposes.**

- Facilities Subcommittee-The Facilities Subcommittee met and made a motion to recommend that the full Board approve contract negotiations with NISC and make an initial payment in 2013.**

**4. Good and Welfare of the District**

**A. Docket No. 1725**

**Ms. Allaire reviewed the customer shut off information. The average customer balance for terminated customers was \$302.19. Ms. Allaire stated that 34 residential customers and 1 residential financial hardship customer was disconnected in the month of May. Pascoag**

**Utility District sent out 584 disconnection notices. Motion to receive and file made by Mr. Lees, seconded by Mr. Jenks. The vote in favor was unanimous.**

#### **B. Settlement Account**

**Ms. Allaire stated that the balance sheet was prior to a reimbursement from RICWFA of \$421,000 that came in a few days ago. The balance is up to roughly 1.9 million dollars in the account. There has been no change to the CD account. Motion to receive and file made by Mr. Lees, seconded by Mr. Kogut. The vote in favor was unanimous.**

#### **C. SCADA System**

**Mr. Kirkwood stated that the first phase of the SCADA system is fully online. Data is now streaming in from the interconnect, Rock Ave and South Main Street into the office. Staff is now able to look at trends and history.**

#### **D. RI Energy & Environmental Leaders Conference**

**Mr. Kirkwood was invited by Senator Whitehouse to attend the workshop in Washington DC. 100 people in the energy and environmental sector attended the one day event.**

#### **E. NEPPA Annual Conference**

**Ms. Dolan stated that if any Board members wanted to attend the annual meeting to let her know as soon as possible.**

#### **F. Open Government Summit**

**Mr. Kirkwood stated that he would be attending and would bring any Board members that would like to go.**

#### **G. Online Payment and Website Update**

**Ms. Dolan stated that the website and online payment feature were up**

and running. She projects that by August, customers will be able to pay their water bills online as well. So far 200 customers have signed up for electronic statements which will help save the District money on mailing costs of bills.

#### **H. GNEF Luncheon**

Mr. Kirkwood stated that several Board members and staff attended the GNEF luncheon.

#### **I. Thank You**

Mr. Kirkwood stated that there was a thank you note from Pascoag Library for a donation the District had made to their summer reading program. Mr. Lees made a motion to receive and file, seconded by Mr. Kogut. The vote in favor was unanimous.

### **5. Approval of Minutes**

- Policy Subcommittee Meeting- May 20, 2013
- Regular BUC Meeting- May 20, 2013

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

### **6. Unfinished Business**

#### **A. 12-09 Tank Rehab Project**

Mr. Kirkwood stated that the project is coming to a close. Both tanks are fully online now. They are in the final stages of lead remediation of the soil.

### **7. New Business**

#### **A. 13-15 Action Item: Approval of Billing Software System**

Mr. Jenks made a motion to give management authorization to

**negotiate a contract with NISC and approve an initial payment to NISC in 2013. The motion was seconded by Mr. Kogut. The vote in favor was unanimous.**

**B. 13-16 Action Item: Resolution- Line of Credit**

**Mr. Lees made a motion to approve the line of credit, seconded by Mr. Kogut. The vote in favor was unanimous.**

**8. Financial Reports**

**A. Electric Department- April 2013**

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

**B. Water Department- April 2013**

**Mr. Lees made a motion to receive and file, 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 6:50 PM.**

---

**Wallace Lees, Secretary**

**Board of Utility Commissioners**

---

**Desarae Dolan, Recording Secretary**