

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

**The regular meeting of the Pascoag Utility District Board of Utility Commissioners was held on Monday, September 22, 2014 at 6:00 p.m. in the District office, 253 Pascoag Main Street, Pascoag, RI.**

**Members Present: Chairman Albert Palmisciano, Commissioners Ann Polacek, Richard Jenks and Michael Kogut**

**Members Absent:**

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

**Chairman Palmisciano opened the meeting at 6:00 pm.**

## **Minutes**

**1. Pledge of Allegiance**

**2. Public Comment**

**3. Committee Comments**

- Water Subcommittee-met earlier this evening to go over the budget for 2015 and made the recommendation to approve the budget as submitted to the full Board.**
- By-Law Subcommittee-Mr. Palmisciano stated the committee met to discuss proposed changes to the by-laws regarding appointing a Board member when a position becomes vacant. They would like the item to be tabled pending further discussion and changes.**
- Facilities Subcommittee-Mr. Jenks stated that the committee discussed the approved capital item of replacement of the metering truck.**

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

##### **A. Docket No. 1725**

**Ms. Round reviewed the customer shut off information. There were 39 standard customers terminated in the month of August. Pascoag Utility District sent out 673 disconnection notices. During this period, the average balance was \$246.35. Motion to receive and file made by Mr. Kogut, seconded by Mr. Jenks. The vote in favor was unanimous.**

##### **B. Exxon Settlement Fund**

**Ms. Allaire reviewed the monthly summary of the balance in the Exxon Settlement accounts. As of August 2014, there is \$1,444,142 in the money market account. There is \$506,050 in a CD. Motion to receive and file made by Mr. Kogut, seconded by Ms. Polacek. The vote in favor was unanimous.**

##### **C. Chairman's Address**

**Mr. Palmisciano stated that his neighbor had a tree removed by the tree trimming crew and got to witness them in action and was very impressed by their work.**

**Secondly, Mr. Palmisciano wanted to express his thanks to Pascoag Utility District staff. In the most recent RIPUC order, it was written that, "The Commission is reassured by the expertise of Mr. Kirkwood and Ms. Allaire and their ability to constantly adjust and modify their practices to meet their customers' needs. It is impressive to the Commission that this small utility is able to secure contracts at such low prices especially during these economic times and in light of the significant pipeline constraints that exist in this region of the country. The Commission believes the proposed rates were carefully vetted by**

the Division and are fair, reasonable, and in the best interest of Pascoag's ratepayers.

#### **D. Annual Meeting Calendar**

Ms. Dolan reviewed the upcoming dates for the annual meeting calendar. Motion to receive and file made by Mr. Jenks, seconded by Mr. Kogut. The vote in favor was unanimous.

#### **E. Informational Letters to Customers**

Ms. Dolan stated that the NISC software project was coming to a close. Staff will be sending out letters to customers regarding some of the upcoming payment changes and letting water customers know they'll be going from quarterly to monthly billing. Motion to receive and file made by Mr. Jenks, seconded by Ms. Polacek. The vote in favor was unanimous.

#### **F. NISC Update**

Ms. Dolan reviewed the upcoming trainings that staff will be attending to prepare for the November software go live date.

#### **G. Annual NEPPA Conference**

Mr. Kirkwood and Mr. Palmisciano attended the conference. The speakers were excellent. Mr. Tim Hebert did an informative presentation on gas pipeline constraints.

#### **H. NEPPA DC Trip**

Mr. Kirkwood attended NEPPA's Legislative Committee's trip to DC to speak to Congressional members and the Energy Committee on both the House and Senate side regarding the issue of the forward capacity market.

## **I. RIWWA Training**

**Mr. Kirkwood, Mr. Guertin and Mr. Piccardi attended the RIWWA training. They attended classes on line locators and leak detection.**

## **J. Energy and Environmental Leaders Day**

**Mr. Kirkwood was invited to attend Senator Whitehouse's Energy and Environmental Leaders Day. Senator Whitehouse is a huge proponent of the environment. Speakers included Gina McCarthy, head of EPA and Dr. Silvia Earl, an oceanographer.**

## **K. Green Festival**

**Ms. Dolan stated that the Green Festival was a success and that the staff worked very hard at it.**

## **L. Thank You**

**Mr. Palmisciano read a Facebook post from Kathann Mospaw thanking the tree trimming crew for the great job they've done. Motion to receive and file made by Mr. Jenks, seconded by Mr. Kogut. The vote in favor was unanimous.**

## **5. Approval of Minutes**

- BUC Meeting- July 28, 2014**
- Special Meeting- August 22, 2014**
- Special Meeting- August 28, 2014**

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

## **6. Unfinished Business**

## **7. New Business**

### **A. 14-12 Expenditure of Approved Capital Item**

**Mr. Kogut made a motion to turn in the leased vehicle and keep the**

**Ford Escape as a general use vehicle and purchase the 4 wheel drive van, seconded by Mr. Jenks. The vote in favor was unanimous.**

**B. 14-13 Action Item: Approval of 2015 Water Department Budget**

**The Water Subcommittee has recommended to the full Board to approve the budget as submitted. Mr. Jenks made a motion to approve the 2015 Water Department Budget as submitted, seconded by Ms. Polacek. The vote in favor was unanimous.**

**C. 14-14 Action Item: Proposed Changes to the By-laws**

**Mr. Palmisciano stated the committee met to discuss proposed changes to the by-laws regarding appointing a Board member when a position becomes vacant. They would like the item to be tabled pending further discussion and changes. Mr. Jenks made a motion to table this item, seconded by Mr. Kogut. The vote in favor was unanimous.**

**8. Financial Reports**

**A. Electric Department- not available**

**B. Water Department-not available**

**9. Adjournment**

**Mr. Jenks made a motion to adjourn, seconded by Mr. Kogut. The vote in favor was unanimous.**

---

**Michael Kogut, Secretary**

# **Board of Utility Commissioners**

---

**Desarae Dolan, Recording Secretary**