



**State of Rhode Island and Providence Plantations
Water Resources Board**

Justice William E. Powers Building, Third Floor
One Capitol Hill
Providence, RI 02908
(401) 574-8400 ♦ FAX: (401) 574-8401

RHODE ISLAND WATER RESOURCES BOARD

MINUTES OF BOARD MEETING # 480

October 20, 2008

Members Present:

William Penn, Chairman
Pamela Marchand, Vice Chair
William Stamp, III
Harold Ward
Frank Perry
Jesse Rodrigues, Jr.
Clay Commons for June Swallow*
Kevin Flynn
Michael Sullivan

Staff Present:

Kathleen Crawley, Acting General Manager
Romeo Mendes
William Riveroso

*Member designee

Members Absent:

Bill Parsons
Ian Morrison

Guests:

Robert Griffith – Statewide Planning
Pasqual Delise – Bristol County Water Authority
Henry Meyer – Kingston Water
Ames Colt – Bays, Rivers, Watersheds
Coordinating Team
Peter Lord – Providence Journal

Call To Order:

Chairman Penn called the meeting to order at 12:32 p.m. noting that a quorum was present.

Approval of Minutes for September 8, 2008 Board Meeting #477

Motion was made by Mr. Sullivan, second by Ms. Marchand to approve the minutes. The vote in favor was unanimous. The motion carried.

Approval of Minutes for September 15, 2008 Board Meeting #478

Motion was made by Mr. Sullivan, second by Mr. Rodrigues to approve the minutes. The vote in favor was unanimous. The motion carried.

Approval of Minutes for October 8, 2008 Board Meeting #479

Motion was made by Mr. Rodrigues, second by Mr. Perry to approve the minutes. The vote in favor was unanimous. The motion carried.

Chairman's Report

Chairman Penn reported to the committee that Dan Varin has resigned his position on the Board. He stated Mr. Varin should be recognized for his years of service, leadership to the Board and legacy to the state. The committee also suggested recognition from the Governor's office be requested and delivered to Mr. Varin.

Chairman Penn reported that Mr. Richard Mignanelli has also resigned his position to the Board due to his business interests are conflicting with his time needed for the Board. Mr. Penn stated he has communicated with the Governor's office the need to fill positions on this Board.

Motion was made by Mr. Ward, second by Mr. Perry to approve a statement of appreciation by the Board to be forwarded to Mr. Varin. The vote in favor was unanimous. The motion carried.

Financial Report: Chief Business Officer's Report – August 2008

Mr. Penn stated the report was not fully completed and that the Finance Committee reviewed the report and recommends deferring action until the November meeting.

Motion by Mr. Sullivan, second by Mr. Stamp to defer action to the November meeting. The vote in favor was unanimous. The motion carried.

Project Reports:

Big River Well Development RFP – Update

Mr. Mendes reported the Pre-Bid meeting was held on October 6th, 2008. The meeting which was not mandatory was well attended and questions posed during the session were answered to the extent possible. A meeting summary detailing written answers to these questions as well as answers to additional questions submitted via purchasing's website has been compiled and will be posted as soon as possible. The document will contain revised DEM guidance pertaining to requirements for preparation on an environmental assessment. The original DEM guidance was revised to take into account current USGS field characterization work. The streamlined guidance document should lead to submission of more accurate cost proposals. Mr. Penn asked if there was a sense of the level of interest in the project. Mr. Mendes stated that based on the attendance at the pre-bid meeting and calls from potential consultants requesting permission to review reference documents, the level of interest in the project was significant.

Mr. Sullivan asked for a copy of the questions and responses and suggested to forward them to any other members that were interested. Mr. Mendes stated that the draft document will be circulated to DEM, USGS and all board members.

Bristol County Water Authority RFP – Update

Mr. Mendes reported a similar process is going on with this project but it is a little further along. There a Bid opening on October 10th and proposals are waiting to be picked up in Purchasing. The next step will be to assemble a review team to rank the proposals and make a

recommendation to the state A & E Committee. Mr. Mendes provided suggestions as to the individuals that he felt could aid in reviewing and ranking the proposals and asked for a concurrence from the Board. Mr. Penn asked the individuals if they or others with similar experience were interested and each indicated their desire to participate.

Supplemental Water Supply Study Phase II – Update

The executive summary of the study was presented. Discussion ensued regarding confidentiality before distribution publicly. Ms. Crawley stated she will follow up with the Attorney General’s Office for a ruling. Chairman Penn stated he would like to see this become a public document. He added the importance of this report is it identifies a number of strategies we could use to provide supplemental water throughout the state and we as Board need to review these strategies and determine which are the most cost effective and accomplished in a short period of time.

Mr. Ward explained to the committee that he felt that Table 34 should be revised. Discussion ensued on this matter. The committee concluded that Mr. Ward and Ms. Crawley would work with Maguire Group on appropriate language and or footnotes to be added. The reports were returned.

Motion by Mr. Sullivan, second by Mr. Rodrigues to defer acceptance of the report to the November meeting. The vote in favor was unanimous. The motion carried.

RIWRB Priorities And Strategic Business Plan

Chairman Penn reviewed the item stating updates were made pursuant to discussion from the last Board meeting. Mr. Ward asked that the Mink sub-basin be added to the Chipuxet as part of the project because they are interrelated and it is important they be looked at together.

Motion by Mr. Sullivan, second by Mr. Rodrigues to adopt this plan including the discussed revision of adding the Mink Sub-basin to the Chipuxet. The vote in favor was unanimous. The motion carried.

Committee Reports and Action Items:

Finance Committee - Chair William Penn

BOARD OPERATING BUDGET - FY2010 Budget Request and FY2009 Revised Budget

Chairman Penn reported we are not asking for approval of the specific numbers. He stated the important columns on the spreadsheet document are FY2009 revised and FY2010 request. Mr. Penn reviewed the proposals with certain changes in salaries. He discussed proposed future staffing and job sharing with other agencies. He proposed we redesign and refocus these line item budget numbers to our priority work plans so the total numbers remain the same but are reallocated accordingly. He stated the real estate management cost of the BRMA can be outsourced to another agency and should be looked at going into 2010. Chairman Penn asked for concurrence on the concepts and authorization to work with the Budget office to finalize the numbers and submit them in the near future.

Chairman Penn asked for concurrence on the staffing. A brief discussion ensued with further clarification made on certain responsibilities of the positions for the Implementation Aide and Principal Planner.

Motion by Mr. Rodrigues, second by Mr. Sullivan to conceptually approve the revised budget for FY2009 and the proposed FY2010 budget and to authorize the Chairman and Acting General Manager to readjust certain numbers to reflect the agreed upon staffing levels and agreed upon priorities for projects. The vote in favor was unanimous. The motion carried.

Water Resources Protection & Use Committee – Chair Robert Griffith

No items for action or discussion.

Properties Committee – Chair Frank Perry

No items for action or discussion.

Big River Groundwater Development Project Ad Hoc Committee

No items for action or discussion.

Construction, Engineering & Operations Committee – Chair Pamela Marchand

No items for action or discussion.

Legislative & Regulations Committee

Chairman Penn stated a Chairman will need to be named.

Personnel Search Committee:

i. Ratify Members:

Chairman Penn asked for ratification of members as follows per discussion from the previous Special Board meeting:

Chairman William Penn, Vice Chairman Pamela Marchand, William Stamp
Harold Ward, Henry Meyer and Sam Kitchell (Business Community)

Motion by Mr. Sullivan, second by Mr. Rodrigues to ratify the members. The vote in favor was unanimous. The motion carried.

ii. Nomination of Chairperson:

Chairman Penn stated this should be a committee decision. The Board members concurred.

iii. Approve General Manager Position Description and Authorize Personnel Committee to Conduct the Search.:

Chairman Penn recommended the Board not to adopt this current job description because it does not reflect the position we need, one who is a champion of water supply for the state, a champion who is going to represent all the stakeholder's and one who can

represent water supply at the statehouse. Mr. Flynn asked to include outstanding written and oral communication skills.

Chairman Penn noted that a new job description will need to go before a public hearing and the Search committee will develop the new job description for ratification at the next Board meeting.

iv. Develop Recommendations for an Interim Manager

Chairman Penn recommended we continue with Ms. Crawley as interim general manger.

Ms. Marchand opened discussion regarding needed support for Ms. Crawley. Chairman Penn noted that he is making himself available to provide support to Ms. Crawley as needed.

Motion by Mr. Perry, second by Mr. Sullivan to formerly have Ms. Crawley continue to act as interim general manager with the proviso of getting her support. The vote in favor was unanimous. The motion carried.

New Business

No items discussed.

Other Business: WSSMP Program

Chairman Penn stated this program is on hold until we get some of the high priority work plans done.

Recess Of Board For Board Corporate Business:

Motion by Mr. Perry second by Mr. Sullivan to recess the Board meeting and start the Board Corporate Meeting at 1:50 pm. The vote in favor was unanimous. The motion carried.

Return From Board Corporate Business:

Motion by Mr. Perry second by Mr. Sullivan to return from the Board Corporate to the Board meeting at 1:56 p.m. The vote in favor was unanimous. The motion carried.

Adjournment:

Motion by Mr. Sullivan second by Mr. Stamp to adjourn the meeting. The vote in favor was unanimous. The motion carried. The Board meeting ended at 1:57 pm.

Respectfully Submitted,

William Riverso
Program Services Officer

Note: The complete proceedings of this meeting are available on audiotape by request.