

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
OF THE BRISTOL COUNTY WATER AUTHORITY**

**Wednesday, June 11, 2008**

**450 Child Street, Warren Office, Warren, RI**

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**Pursuant to proper notice, the regular meeting of the Board of Directors of the Bristol County Water Authority was called to order by Chairman Jannitto at 6:00 pm, 450 Child Street, Warren Office, Warren, Rhode Island. Executive Director Pasquale DeLise, and the following Directors were in attendance at the commencement of the meeting:**

**John Jannitto, Joseph Rego, John Saviano, Frank Sylvia, and John Veader**

**Director Absent – Allan Klepper, John McElroy, Ian Morrison**

**HOUSEKEEPING**

**Minutes of the following meeting were reviewed.**

**Upon a motion duly made and seconded, it was unanimously**

**VOTED: That the minutes of the Annual Meeting of May 29, 2008, be**

**approved.**

**Upon a motion duly made and seconded, it was unanimously**

**VOTED: That the minutes of the regular meeting of May 29, 2008, be approved.**

## **AUDIT FINANCE COMMITTEE**

**Director Sylvia reported:**

### **Old Business**

**1. Fund Transfer Request, March and April expenditures concerning the Eat Bay Pipeline at ProvPort. Upon a motion duly made and seconded, it was**

**VOTED: To approve a transfer of \$35,000 from the Revenue Fund to the Operations & Maintenance Fund, to cover expenditures related to the East Bay Pipeline at ProvPort, as presented.**

**Motion passed unanimously.**

### **New Business**

**1. Quarterly Charge-Offs, Committee recommends approval as presented. Upon a motion duly made and seconded, it was**

**VOTED: To approve charge-offs in the amount of \$14,038.19, as presented.**

**Motion passed unanimously.**

**Director Saviano questioned the Financial Analysis Report as to why BCWA had generated \$86,643 less income than budgeted. MIS and Accounting Manager Mr. Webster Goodwin stated the major portion of that loss was due to expenditures of \$41,402 at ProvPort.**

**2. Capital Improvement Program – 3-Year Schedule, Executive Director DeLise stated that a 3-Year Capital Improvement Program must be adopted in relation to the \$5.5 Million RICWFA Loan by requirement of BCWA Bond Resolution. Director Saviano made the following motion, which was duly seconded by Director Rego**

**MOTION: To approve, as presented, a 3-Year Capital Program with a 3-Year Schedule. (attached)**

**Motion passed unanimously.**

**Director Saviano questioned if BCWA would be able to do such an aggressive meter program.**

**Executive Director DeLise stated that it is doable. The installation of the new meters would minimize estimated bills, and also affect to some extent unaccounted for water.**

**Director Saviano asked when a leak survey was last done. Executive Director DeLise stated that leak surveys are done every year.**

**Director Saviano asked if by replacing old meters BCWA could reduce the amount of unaccounted for water. Executive Director DeLise stated affirmative but only a small portion of unaccounted for water was due to incorrect reads.**

**3. BCWA Distribution Bldg/Plant Parking Lot, etc., Committee requests Staff to obtain 3 bids for parking lot. Executive Director DeLise stated that Staff will have the 3 bids for the July meetings.**

**Director Sylvia discussed a BCWA customer that had received a \$1,000.00 water bill. The customers meter was not transmitting properly. Discussion followed concerning the granting to the customer for payment of a reduced amount.**

**Director Saviano stated that the customer had used the water so why should BCWA adjust the bill. The full amount should be paid and possibly grant an extended period of time for payment.**

**Item to be placed on the July agenda for further discussion.**

**Director Gosselin entered the meeting at 6:40 pm.**

**ENGINEERING COMMITTEE**

**Director Jannitto reported:**

**Old Business**

- 1. East Providence Matters, Pressure flow test scheduled for June has been cancelled.**
- 2. Policy for Tank Inspection, Metacom Tank Rehab: Multiphase; trial period, May – August 08, Work, Fall 08. Executive Director DeLise stated that the tank is now off-line, on stand-by, as of 5/29/08.**
- 3. Spec 200, Capitol Improvements Program, Pre-Bid, 5/22/08. Bid opening 6/12/08.**
- 4. East Bay Pipeline, ProvPort, Executive Director DeLise stated that a portion of the fill from the trench has been hauled away.**

**New Business**

- 1. Water Main Installation FY10 (Calendar Year 2009), Barrington; Governor Bradford, Water Way, Water Way Court, Bay Avenue, Replacement of 3,700 feet of 2” C.I. Water Main with 8” D.I. Water Main. Anticipated cost \$285,000. [See Item 1, New Business].**

**PUBLIC RELATIONS/PERSONNEL COMMITTEE**

**Director Veader reported:**

**Old Business**

- 1. 10 Year Anniversary of EBP (for Information Only), Executive Director DeLise stated that he will establish a committee.**

## **New Business**

- 1. Recent Correspondence from Water Way, Barrington, Customers of the area were present at meeting and were heard by Committee.**
- 2. Staff Employees Yearly Review, Yearly Staff reviews have started and will be submitted to Committee at August Meetings.**

**There being no further business, the meeting was adjourned at 7:10 pm.**

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**John L. McElroy, Jr.**  
**Secretary**

## **Bristol County Water Authority**

### **Three Year Meter Modernization Program**

### **Meter Replacement Program Project Cost**

### **Year 1 (2007/2008): Materials Standard Overtime**

**Units Cost/Unit Cost Labor Labor Total**

**5/8 " Bronze Meter Base 1,354 37.52 50,802.08 50,802.08**

|                                      |                   |                   |                    |
|--------------------------------------|-------------------|-------------------|--------------------|
| <b>Meter</b>                         | <b>Base</b>       | <b>Standard</b>   | <b>Capitalized</b> |
| Labor 1,040                          | 50.00             | 52,000.00         | 52,000.00          |
| <b>Meter</b>                         | <b>Base</b>       | <b>1.5</b>        | <b>Times</b>       |
| Labor 314                            | 75.00             | 23,550.00         | 23,550.00          |
| Orion Transmitter/Register           | 2,708             | 99.11             | 268,389.88         |
|                                      |                   |                   | 268,389.88         |
| <b>Register</b>                      |                   | <b>Standard</b>   | <b>Capitalized</b> |
| Labor 2,082                          | 50.00             | 104,100.00        | 104,100.00         |
| Register 1.5 Times Capitalized Labor | 626               | 75.00             | 46,950.00          |
|                                      |                   |                   | 46,950.00          |
| <b>Total</b>                         | <b>319,191.96</b> | <b>156,100.00</b> | <b>70,500.00</b>   |
|                                      |                   |                   | <b>545,791.96</b>  |

**Year 2 (2008/2009):**

|                                      |                   |                   |                    |                    |                  |
|--------------------------------------|-------------------|-------------------|--------------------|--------------------|------------------|
| <b>5/8 " Bronze Meter</b>            | <b>Base</b>       | <b>1,354</b>      | <b>39.77</b>       | <b>53,848.58</b>   | <b>53,848.58</b> |
| <b>Meter</b>                         | <b>Base</b>       | <b>Standard</b>   | <b>Capitalized</b> |                    |                  |
| Labor 1,040                          | 50.00             | 52,000.00         | 52,000.00          |                    |                  |
| <b>Meter</b>                         | <b>Base</b>       | <b>1.5</b>        | <b>Times</b>       | <b>Capitalized</b> |                  |
| Labor 314                            | 75.00             | 23,550.00         | 23,550.00          |                    |                  |
| Orion Transmitter/Register           | 2,708             | 105.06            | 284,502.48         | 284,502.48         |                  |
| <b>Register</b>                      |                   | <b>Standard</b>   | <b>Capitalized</b> |                    |                  |
| Labor 2,082                          | 50.00             | 104,100.00        | 104,100.00         |                    |                  |
| Register 1.5 Times Capitalized Labor | 626               | 75.00             | 46,950.00          | 46,950.00          |                  |
|                                      |                   |                   |                    | 46,950.00          |                  |
| <b>Total</b>                         | <b>338,351.06</b> | <b>156,100.00</b> | <b>70,500.00</b>   | <b>564,951.06</b>  |                  |

**Year 3 (2009/2010):**

|                           |             |                 |                    |                    |                  |
|---------------------------|-------------|-----------------|--------------------|--------------------|------------------|
| <b>5/8 " Bronze Meter</b> | <b>Base</b> | <b>1,354</b>    | <b>42.16</b>       | <b>57,084.64</b>   | <b>57,084.64</b> |
| <b>Meter</b>              | <b>Base</b> | <b>Standard</b> | <b>Capitalized</b> |                    |                  |
| Labor 1,040               | 50.00       | 52,000.00       | 52,000.00          |                    |                  |
| <b>Meter</b>              | <b>Base</b> | <b>1.5</b>      | <b>Times</b>       | <b>Capitalized</b> |                  |
| Labor 314                 | 75.00       | 23,550.00       | 23,550.00          |                    |                  |

|                                      |              |            |            |              |
|--------------------------------------|--------------|------------|------------|--------------|
| Orion Transmitter/Register           | 2,708        | 111.36     | 301,562.88 | 301,562.88   |
| Register                             |              |            | Standard   | Capitalized  |
| Labor                                | 2,082        | 50.00      | 104,100.00 | 104,100.00   |
| Register 1.5 Times Capitalized Labor | 626          | 75.00      | 46,950.00  | 46,950.00    |
| Total                                | 358,647.52   | 156,100.00 | 70,500.00  | 585,247.52   |
| Grand Total                          | 1,016,190.54 | 468,300.00 | 211,500.00 | 1,695,990.54 |

8,122 Meters over three years

2,708 Meters per year

52 Meters per week

40 1 employee per week-std time

8 Saturday one employee-ot

4 1 employee evenings-ot

52

**BRISTOL COUNTY WATER AUTHORITY**  
**3-YEAR CAPITAL IMPROVEMENT PROGRAM**  
**YEAR NO. 1 2 3**  
**CALENDAR YEAR 2008 2009 2010**  
**FISCAL YEAR FY09 FY10 FY11**

January

**February**

**March**

**April**

**May**

**June**

**July**

**August**

**September**

**October**

**November**

**December**

**Total Meter**

**Replacement Tank**

**Rehab Main**

**Replacement Meter**

**Replacement**

**\$55,000 Tank**

**Rehab Main**

**Replacement Meter**

**Replacement**

**\$40,000 Tank**

**Rehab Main**

**Replacement**

**\$55,000 \$40,000**

**\$55,000 \$40,000**

**\$55,000 \$45,000 \$40,000 \$65,000**

**\$180,000 \$55,000 \$45,000 \$40,000 \$70,000**

**\$55,000 \$50,000 \$55,000 \$90,000 \$40,000 \$85,000**

**\$55,000 \$90,000 \$55,000 \$95,000 \$40,000 \$110,000**

**\$130,000**

**\$55,000 \$180,000 \$55,000 \$95,000 \$40,000**

**\$55,000 \$200,000 \$180,000 \$55,000 \$175,000 \$120,000 \$40,000 \$175,0**

**00 \$130,000**

**\$55,000 \$200,000 \$100,000 \$55,000 \$175,000 \$125,000 \$40,000 \$175,0**

**00 \$110,000**

**\$55,000 \$90,000 \$55,000 \$90,000 \$40,000 \$110,000**

**\$55,000 \$55,000 \$31,000**

**\$565,000 \$400,000 \$690,000 \$660,000 \$350,000 \$705,000 \$471,000 \$35**

**0,000 \$810,000**

**Year 1**

**Year 2**

**Year 3**

**3-YEAR TOT Meter**

**Replace**

**\$565,000**

**\$660,000**

**\$471,000**

**\$1,696,000 Tank**

**Rehab**

**\$400,000**

**\$350,000**

**\$350,000**

**\$1,100,000 Main**

**Replace**

**\$690,000**

**\$705,000**

**\$810,000**

**\$2,205,000 GRAND**

**TOTAL**

**\$5,001,000**