

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

Wednesday, December 8, 2010

450 Child Street, Warren Office, Warren, RI

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:

David Dugan, William Gosselin, John Jannitto, Allan Klepper, Lloyd Matsumoto, Joseph Rego,

Directors Absent: John McElroy, Frank Nencka, Frank Sylvia

HOUSEKEEPING

Minutes of the following meeting were reviewed.

Upon a motion duly made and seconded, it was

VOTED: That the minutes of the Board Meeting of November 10, 2010,

be approved as amended.

Motion passed unanimously.

Upon a motion duly made and seconded, it was

VOTED: That the Executive Session Minutes of the Board Meeting of November 3, 2010, be approved.

Motion passed unanimously.

AUDIT FINANCE

Director Klepper reported:

Old Business

1. Legal Costs Update, The Chair recognized Mr. Brian Mellor, Local 359 Union President who asked if the 3 towns had been notified about sharing legal costs for the BCWA audit. Executive Director DeLise stated that Legal Counsel Ms. Sandy Mack had notified the Town Councils about sharing the cost.

2. RICWFA Recap, item to stay on agenda.

3. Rate Structure Revisited, Committee requests Staff to draft a procedure in relation to budget adjustment to compensate for higher cost of purchased water.

Director Rego stated that the BCWA Pension Plan was adequately funded, the plan can handle everyone who retires. Mr. Robert Bostian will be at the January meeting to discuss the pension plan.

4. Water Allocation Regulations, No news at this time.

New Business

1. FY12 O&M Budget, Staff will present a draft proposed FY12 O&M Budget at January meetings.

2. Quarterly Charge-Offs, Committee recommends to approve. Upon a duly made and seconded, it was

VOTED: To approve quarterly charge-offs for the period of 8/01/10 to 10/31/10 in the amount of \$8,968.04, as presented.

Motion passed unanimously.

Engineering

Director Rego reported:

Old Business

1. Water Treatment Plant Project Update, Executive Director DeLise stated that the Phase II RFP is in the Review process.

2. Construction Progress Reports, Engineering Assistant, Mr. Richard Fennessy stated that the Bayview Storage Tank had been

filled, but failed to pass testing. The tank will be washed out, filled and tested again.

Chairman Jannitto stated that Bristol Fire Chief had informed him that because of the RWU water tank being online, the water pressure was much improved in that area.

3. East Providence Emergency Pump Station – Meeting held with EP on 11/30/10. Executive Director DeLise stated that both BCWA and EP are requesting a proposal for preliminary design from CDM on the emergency connection.

4. Anawan Reservoir Spillway – No news at this time.

5. Recent Correspondence Concerning Rehoboth Water District (Executive Session), Executive Director DeLise stated that the Rehoboth hearing is continued to 11/30/10.

The Chair recognized legal counsel Ms. Sandra Mack who stated that Rehoboth had approved the test borings.

PUBLIC RELATIONS/PERSONNEL COMMITTEE

Director Gosselin reported:

Old Business

1. Employees Health Contribution, no news at this time.

2. Pension Plan of the Employees of Bristol County Water Authority

(Executive Session), no news at this time.

3. Recent Correspondence from Director Gosselin Concerning the Pension Plan of the Employees of BCWA, no news at this time.

4. Recent Tri-Town Meeting Concerning BCWA Operational Review, Legal Counsel Ms. Mack stated the performance audit will evaluate how to do things more effectively. Ms. Mack met with the bidder and the work was redefined 1) a true efficiency audit, sub out the work 2) request the benefit and cost of going under PUC 3) Pension Plan – issues by the public will be addressed 4) rate structure was done at the time the Authority purchased the company and will be reviewed. The audit cost was reduced to \$33,000.

Director Gosselin made the following motion

MOTION: To approve the Proposal submitted by B & E Consulting, LLC of Providence, RI, at a price of \$33,000, to be shared equally by the (3) towns and BCWA, for a Performance Audit of BCWA.

Director Klepper seconded the motion.

Motion passed unanimously.

Ms. Mack stated that she would notify all the Councils.

4. Staff Employee Salary Review, It was decided by the Committee that the MBO process be implemented by the Executive Director and submitted at January or February meetings.

5. Policy for Customer Complaint, (At the request of Director Gosselin), Committee requests Staff to present past-practice. Upon a motion duly made and seconded it was

VOTED: To approve draft of customer bill complaint process.

Motion passed unanimously.

6. Pension Plan Workshop, Mr. Bostian was present at November 3, 2010 meeting and gave a brief presentation and answered questions. Mr. Bostian will prepare some documents to aid understanding of the pension plan and will address the Board at January meetings.

New Business

1. Recent Staff Change in Distribution Department, Mr. Ray Johnson, recently promoted to Distribution Superintendent was introduced to the Board. Mr. Johnson has been an employee of BCWA in the Distribution Department since 1979 and is a licensed Class 4 (highest grade) Distribution Operator.

Director Rego asked if his old position will be filled. Executive Director DeLise stated that he is analyzing the situation.

Chairman Jannitto asked that the following item be added to the January meetings, working with RWU to update BCWA's website.

Legal counsel Ms. Mack stated that she has already started this process, some RWU students will do this work for free.

NEXT STEPS

- 1. Audit Finance Committee Meeting, Wednesday, January 5, 2011, 5:15 p.m., Warren Office, Boardroom, 450 Child Street.**
- 2. Engineering Committee Meeting, Wednesday, January 5, 2011, 5:20 p.m., Warren Office, Boardroom, 450 Child Street.**
- 3. Personnel/Retirement Committee Meeting, Wednesday January 5, 2011, 5:25 p.m., Warren Office, Boardroom, 450 Child Street.**
- 4. Board of Directors Monthly Meeting, Wednesday, January 12, 2011, 6:00 p.m., Warren Office, Boardroom, 450 Child Street.**

The Chairman made the following motion, which was duly seconded

MOTION: To accept the dates for the January meetings.

Motion passed unanimously.

The Chairman made the following motion, which was duly seconded

MOTION: To adjourn the meeting.

Motion passed unanimously.

There being no further business, the meeting was adjourned at 7:20 pm.

John L. McElroy, Jr.

Secretary