

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

Wednesday, December 12, 2012
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 Klepper at 6:00 pm, 450 Child Street, Warren Office, Warren, Rhode Island.

Executive Director Pamela Marchand, Legal Counsel Ms. Sandra Mack and the following Directors were in attendance at the commencement of the meeting:

Robert Allio, Joseph DeMelo, William Gosselin, John Jannitto, Allan Klepper, Raymond Palmieri, Sr., Frank Sylvia

Directors Absent: Paul Bishop, Kevin Fitta

B. Public Input

There was no public input.

C. Action/Vote

1. Quarterly Charge-Offs

Director Jannitto made the following motion:

MOTION: To approve the Quarterly Charge-Offs in the amount of \$12,314.51, as presented.

Director Allio seconded the motion.

Director Gosselin questioned if property owners could be made to pay outstanding bills.

Executive Director P. Marchand stated that changes may have to be made to the Customer Rules and Regulations and BCWA Policies, as present policy allows renters to be responsible for their water bills. There are several items that need to be address with charge-offs. Item to be placed on the January agenda.

Motion passed unanimously.

D. Discussion/Update

1. Rate Study, Presentation by Municipal Financial Services Group

Mr. Michael Maker and Mr. Edward Donahue discussed the rate setting process, identifying revenue requirements, allocating costs among customers, developing a rate design and recommending a financial plan and rates.

Chairman Klepper stated that some of this information would be very valuable for the upcoming rate increase hearing.

2. BMA Website

Kelly Shouse presented updates made to the BCWA website. The new site will go live in January. Customers will be able to register to access information.

3. RFP's — Information: Executive Director P. Marchand Updated the Board:

Customer Service Information Program, Financial and Inventory RFP—6 proposals have been received.

Asset Management/ Work Order RFP — have received 2 proposals, will be receiving 2 more this week

Dam Repairs/upgrades for Anawan and Swansea — draft for engineering services is complete, RFP will be out this week.

M. Champagne, Manager of Finance, commented on the following RFP's:

Audit Services RFP — Pre bid conference will be held 12/20/12.

Investment Management RFP — There will not be a pre-bid conference. He noted that there has been a lot of interest in this RFP which is due January 18.

Director Allio requested that review of this RFP be discussed by the Finance Committee.

Draft Customer Survey — Executive Director Marchand described progress on the survey. Chairman Klepper requested to see the sampling process that will be used to assure the Board if the survey is valuable or not.

Executive Director P. Marchand noted that the leak detection surveyors have started work this week.

4. RFP - Legal Services

Chairman Klepper stated that the consensus was for the full Board to interview the 5 proposers. Director Palmieri had numerous concerns regarding litigation and bond costs. Director Allio stated that all 5 proposers would be interviewed in one night. A standard set of questions for each proposer will be developed. Legal Service interviews will be held December 18 at 6:00 pm.

Chairman Klepper commented that a water rate hearing is scheduled for 12/20, and a Town meeting must be scheduled as well. Legal Services interviews can be pushed into January.

Executive Director P. Marchand stated that some Directors will be away at the end of January and the budgets and a rate increase must be passed by the end of the month and both require 7 votes.

Director Sylvia left the meeting at 7:30 pm.

5. Union Contract —

Chairman Klepper stated a final signature is needed for the contract then it will be posted on BCWA's website. A separate benefits package should be created for non-union staff per Labor Attorney J. Whelan.

Director Gosselin stated the Public Hearing on the rate increase should focus on work that needs to be done and acquiring the needed funding. Director Palmieri stated that BCWA must keep the system functioning with reliability and safety and ratepayers can relate to these facts. He added that Chairman Klepper's response to the editorial in the local paper was a very good presentation of the facts. Director DeMelo stated that the system has been neglected and now is the time to start maintaining it.

Director Jannitto stated that he's not convinced that such a large increase is necessary at this time since the major bonds will be paid off in a few years, and the senior citizen discount is to be eliminated. Also, he disagrees with the hiring of new managers.

Executive Director P. Marchand described the positions of Engineering Project Manager and MIS Manager as necessary to carry out the strategic plan as approved by the Board.

Chairman Klepper asked if Board should just approve the 12% rate increase and then deal with the new tier structure next year.

Chairman Klepper stated the Tri-Town meeting will be to discuss a resolution to get our legislation changed for an alternate supply and to get our State money preserved for us.

Director Palmieri made the following motion, seconded by Director DeMelo

MOTION: To adjourn the regular meeting.

Motion passed unanimously.

There being no further business, the meeting was adjourned at 7:50 pm.

Kevin Fitta
Secretary