

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

**Wednesday, January 28, 2015  
450 Child Street, Boardroom, Warren, RI**

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Pursuant to proper notice, the Board Meeting of the Bristol County Water Authority was called to order by Vice-Chairman Gosselin at 6:15 pm, 450 Child Street, Boardroom, Warren, Rhode Island.

Executive Director Pamela Marchand, Legal Counsel Joseph Keough and the following Directors were in attendance at the commencement of the meeting:

Paul Bishop, William Gosselin, Joel Hellmann, John Jannitto, Bradford Louison, Raymond Palmieri, Sr.

Directors Absent: Allan Klepper, Georgina Macdonald, Frank Sylvia

**1. Public Input - None**

**2. Minutes**

Director Palmieri made the following motion seconded by Director Bishop

**MOTION: To approve the minutes of the 12/17/14 Board Meeting.**

**Motion passed unanimously.**

Director Palmieri made the following motion seconded by Director Hellmann

**MOTION: To approve the minutes of the 12/17/14 Finance Committee Meeting.**

**Motion passed unanimously.**

Director Jannitto made the following motion seconded by Director Bishop

**MOTION: To approve the minutes of the 1/14/15 Special Board Meeting.**

Director Palmieri added an amendment to the minutes.

**Motion passed unanimously, as amended.**

Director Jannitto made the following motion seconded by Director Palmieri

**MOTION: To approve the minutes of the 1/14/15 Public Hearing.**

**Motion passed unanimously.**

**3. Executive Directors Report**

Executive Director P. Marchand stated that production numbers are on target with last year's numbers. The pipe has been installed at the Barrington Central Bridge, pressure

testing to be done. Anawan gates will be installed this year. Also, Poppasquash Road work will be completed in the spring.

#### **4. Financial Report**

Finance Manager M. Champagne stated that the debt service ratio was at 2.00 at the end of December. Revenues are 3.0% over budget and expenses are 5.4% under budget.

Director Hellmann stated that a 5.4% under budget is very good, this will be a continuing trend due to the good work of management.

Director Palmieri questioned the continuing loss of revenue. Executive Director stated that all utilities are experiencing the same issues, loss of businesses moving out, water efficiency appliances, conservation by our customers.

#### **5. Request for Abatement – Warren Little League**

Executive Director P. Marchand stated that Warren Little League was asking for an abatement for a high water bill. They have already received three abatements in the past.

Director Palmieri made the following motion seconded by Director Hellmann

**MOTION: Letter to be sent for an explanation on how they will correct this problem.**

Warren Little League is to be requested to attend the February Board Meeting.

**Motion passed unanimously.**

#### **6. Pension Rate of Return – Funding 6.25%**

Pension funding will be increased should the rate of return be reduced from 7.75% to 6.25%.

Director Hellmann made the following motion seconded by Director Palmieri

**MOTION: To adopt discount rate of 6.25% to fund the pension plan for the current pension year.**

**Motion passed unanimously.**

#### **7. Vehicle Purchases – Use of Line of Credit**

Executive Director P. Marchand stated that BCWA will be purchasing 3 vehicles due to age and high repair costs. She requested the Board to approve the use of the line-of-credit up to \$100,000 for the purchase of vehicles.

Director Jannitto made the following motion seconded by Director Hellmann

**MOTION: To approve the line of credit up to \$100,000 to purchase vehicles, as presented.**

**Motion passed unanimously.**

#### **8. Personnel Committee – Non-Union Staff Salary Increase**

Director Bishop stated that the Personnel Committee had met and it is recommending a 3.5% increase for non-union employees.

Director Bishop made the following motion seconded by Director Jannitto

**MOTION: To approve a 3.5% increase for non-union staff.**

Discussion followed with Directors requesting data for comparison salaries with other water utilities.

Executive Director P. Marchand stated 3% is the national average, this past year there was a high demand placed on our staff to incorporate the new computer programs. They put in many extra hours, even giving up vacation time to implement the system, and the extra efforts should be reflected in the raise.

Director Palmieri stated the rate payers should not be burdened with this high increase.

**Motion failed 2 – 4. Voting Aye Directors Bishop and Jannitto. Voting Nay Vice Chairman Gosselin, Directors Hellmann, Louison, and Palmieri.**

Director Hellmann made the following motion seconded by Director Jannitto

**MOTION: To approve a 3% increase for non-union staff.**

**Motion failed 4 – 2. Voting Aye Directors Bishop, Jannitto, Louison and Hellmann. Voting Nay Vice-Chairman Gosselin and Director Palmieri.**

Vice-Chairman Gosselin requested additional information for the next Board meeting.

#### **9. Board Correspondence**

No correspondence.

#### **10. Executive Session**

Director Hellmann made the following motion seconded by Director Bishop

**MOTION: To enter into Executive Session – 12/17/14 and 1/14/15 Sealed Executive Session Minutes, Contract of Executive Director & Chief Engineer RIGL 42-46.5(1)**

Vice-Chairman Gosselin stated a vote would be taken after the Board returns to open session.

**Motion passed unanimously.**

The Board entered Executive Session at 7:20 pm.

The Board returned to open session at 7:40 pm.

Director Hellmann made the following motion seconded by Director Bishop

**MOTION:** To seal the Executive Session minutes.

**Motion passed unanimously.**

Director Hellmann made the following motion seconded by Director Palmieri

**MOTION:** To adopt the contract of the Executive Director as drafted by counsel with the exception of the clause regarding notice which the Board will make in one month with a possible penalty to incur if it is less than 25 days at the discretion of the Board based on the circumstances at the time.

**Motion passed unanimously.**

Director Hellmann made the following motion seconded by Director Jannitto

**MOTION:** To adjourn the meeting.

**Motion passed unanimously.**

There being no further business the meeting was adjourned at 7:43 pm.

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Raymond Palmieri, Sr.  
Secretary