

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

**Wednesday, March 25, 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 Chairman Klepper at 6:00 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:

William Gosselin, Joel Hellmann, John Jannitto, Allan Klepper, Bradford Louison, Raymond Palmieri, Sr., Frank Sylvia

Directors Absent: Paul Bishop, Georgina Macdonald

**1. Public Input - None**

**2. Minutes**

Director Sylvia made the following motion seconded by Director Hellmann

**MOTION: To approve the minutes of the 2/28/15 Board Meeting.**

**Motion unanimously.**

**3. Executive Directors Report**

Executive Director P. Marchand reported that Trihalomethanes are back to normal levels as compared to last year's high levels. We had challenged the laboratory results of last February as the numbers were double the typical values, and there was no reason for them to be elevated. All subsequent samples have been in normal range.

Director Louison arrived at 6:05 pm.

Executive Director P. Marchand stated that 2½% of our customers have signed up with Safety Valve Company. BCWA has received a few complaints concerning customers who do not want to be canvassed. A press release will be sent to local newspapers.

The Bristol Veterans Home is constructing a new facility, and the RIDOT is performing work on Metacom Ave. next year. It brought our attention back to the expansion of the high service area. To improve water pressure and fire flow, we first need to replace the 8" main on Metacom. By timing the construction before the DOT work, it will save paving costs. Executive Director P. Marchand provided updates for ongoing and future projects.

**4. Financial Report**

Finance Manager M. Champagne stated the financial report will be available after the audit.

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

Steve Calenda from the Warren Little League requested a complete abatement of \$2,152.99 for the League’s water bill. An abatement for the base cost of the water would be \$1,071.13. Executive Director P. Marchand stated, BCWA’s policy allows for 1 abatement per customer, this will be the League’s fourth abatement request. They have received 3 abatements for a total of \$1,081.86 said the Executive Director.

S. Calenda stated he has drafted a policy for proper procedure for the WLL to contact the BCWA to turn water on and off at the baseball fields in Warren.

Director Sylvia made the following motion seconded by Director Palmieri

**MOTION: Warren Little League to pay \$1,071.13 over a five year period and to come back before the Board, once a year, if there is a financial hardship.**

Director Sylvia stated that some money should be paid, a payment plan should be set, as BCWA has a responsibility to the rate payers.

**Motion passed 5 -1. Voting Aye Chairman Klepper, Directors Sylvia, Jannitto, Palmieri, and Louison. Voting Nay Director Hellmann.**

Director Gosselin was not present at the time of the vote.

**6. Conflict of Interest**

Executive Director P. Marchand stated she has been working with legal counsel J. Whelan and this matter needs the Board’s approval, per the enabling legislation. The Executive Director recommended a Conflict of Interest Policy.

Director Palmieri made the following motion seconded by Director Hellmann

**MOTION: To adopt Conflict of Interest Policy, with modification of position description, as presented.**

**Motion passed unanimously.**

**7. Bid Awards**

Valve Operator Trailer (opening 3/23)

Executive Director P. Marchand stated that this item will be carried to the April meeting.

Maintenance Contract (opening 3/19)

Executive Director P. Marchand stated that 4 bids were received with low bidder JML Excavation. Our foreman is related to JML, he is a son-in-law. After speaking to our attorney, we set up an operations procedure that the foreman will not have the final approval of work to be done. The operations superintendent and the operator responsible for the work will initiate and approve any contractor involvement.

Director Hellmann made the following motion seconded by Director Jannitto

**MOTION: To award Maintenance Contract to JML Excavation Inc, Bristol, RI for \$259,358.00. It is noted a Conflict of Interest has been reported, safeguards are in place.**

**Motion passed unanimously.**

#### **8. Non Bargaining Unit Salary Increase**

Director Hellmann made the following motion seconded by Director Jannitto

**MOTION: To approve an average pay increase of 3% for a total amount of \$19,942, as presented.**

Director Palmieri suggested a bonus lump sum of 2.85% in lieu of a salary increase and that he would not support a 3% pay increase.

**Motion passed 6 to 1, with Director Palmieri voting Nay.**

Director Hellmann made the following motion seconded by Director Sylvia

**MOTION: An additional \$2,500 pool for bonuses and non-cash awards for all employees approved, with cash awards to individual employees during the next year not to exceed \$100 each with criteria established by the Executive Director.**

Salary increase amounts were approved in the FY16 Budget.

**Motion passed unanimously.**

#### **9. Quarterly Charge-Offs – Annual Board Approval**

Director Hellmann made the following motion seconded by Director Jannitto

**MOTION: To approve yearly charge-offs in the net amount of \$27,819.56, as presented.**

**Motion passed unanimously.**

#### **10. Next Scheduled Meetings**

4/8/15 Special Board Meeting, 4/29/15 Board Meeting.

#### **11. Executive Session – Union Negotiations RIGL42-46.5(2)**

Director Hellmann made the following motion seconded by Director Bishop

**MOTION: To enter into Executive Session – Union Negotiations RIGL42-46.5(2)**

Chairman Klepper stated there would be no further business after the Board returns to open session.

**Motion passed unanimously.**

The Board entered Executive Session at 7:35 pm.

The Board returned to open session at 7:59 pm.

Director Hellmann made the following motion seconded by Director Palmieri

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

**Motion passed unanimously.**

Director Hellmann made the following motion seconded by Director Palmieri

**MOTION: To adjourn the meeting.**

**Motion passed unanimously.**

There being no further business the meeting was adjourned at 8:00 pm.

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Raymond Palmieri, Sr.  
Secretary