

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

**Wednesday, June 24, 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, Georgina Macdonald, Raymond Palmieri, Sr., Frank Sylvia

Directors Absent: Paul Bishop

**1. Safety Valve Presentation**

A presentation was given by Paul Roberts of Safety Valve. Mr. Roberts explained that Safety Valve had their first repair for a Warren customer. After the repair work is done the customer is asked to complete a survey of the work performed and the survey will be forwarded to the Executive Director. He also stated that this program is a net cost for the customer, no money goes to BCWA.

Director Sylvia asked that a copy of the report be sent to all Town Council members.

**2. Public Input**

Director Jannitto – a car on Main Street flipped on its side and one of BCWA’s trucks, being driven by Jamie Sylvia, blocked the road and put on its flashers. Jamie then smashed the back window and administered first aid until the EMT’s arrived. Jamie is a fireman and EMT in Warren.

Executive Director P. Marchand will write a commendation letter for Jamie.

**3. Minutes**

Director Jannitto made the following motion seconded by Director Sylvia

**MOTION: To approve the minutes of the 4/29/15 Board Meeting.**

**Motion passed unanimously.**

Director Palmieri made the following motion seconded by Director Hellmann

**MOTION: To approve the minutes of the 5/28/15 Annual Meeting.**

**Motion passed unanimously.**

**4. Executive Directors Report**

Executive Director P. Marchand stated that the Barrington Bridge has been inspected, and a major section of the pipe may need to be replaced, with the State paying for the work as the BCWA had never accepted the finished pipe. Pare Corporation performed the inspection for the state and will be submitting a report. Also, the pipe hangers for the Central Bridge are being replaced, pressure testing will be done next week.

Consumer Confidence Report will be available shortly. DOH requires post cards be sent to each residence in Bristol County advising them the annual CCR (Consumer Confidence Report) is available online, at town halls and libraries.

Director Macdonald requested that the Executive Director notify our federal representatives that the EPA requirement to send notification of the CCR to each customer is a financial burden and utilities should be allowed to send the notification in the quarterly bill.

### **5. Distribution of Annual Report**

Executive Director P. Marchand presented the Annual Report explaining the 5 year Strategic Plan and BCWA's assets. The report also showcases all the work being done this year.

Finance Manager M. Champagne asked the Board to read the financial section of the report and forward any questions they have to him. The auditors will be present next month for an overview.

Director Hellmann made the following motion seconded by Director Gosselin

**MOTION: Move Item L to this point in the meeting.**

**Motion passed unanimously.**

### **6. Driveway Repair – BCWA Easement – Poppasquash Road**

Director Louison entered the meeting at 6:40 pm.

The chair recognized Mr. Holstein of Poppasquash Road.

Executive Director P. Marchand explained that when BCWA replaced the Poppasquash Road water main, the main went through Mr. Holstein's property, impacting their driveway. After several delays with our contractor the driveway did not get repaired in a timely manner. Also, DEM owns a section of the property and does not want that area paved.

Director Macdonald stated that she had some issues with the paving work. The paving work and grass section were poorly done.

Executive Director P. Marchand stated that since the work was not completed in a timely manner we would pave the entire driveway. The cost for this work was estimated at \$6,500, the total amount for the driveway and trench would be about \$9,600.

Mr. Holstein stated that Operations Manager K. Booth had told him the entire driveway would be paved with his choice of paving material.

Chairman Klepper questioned the total cost of paving. K. Booth stated that he is waiting for a second quote for the entire driveway.

Director Hellman made the following motion seconded by Director Palmieri

**MOTION: Authorize the Executive Director to reimburse Mr. Holstein for the amount not to exceed \$10,000 based on quotes received. BCWA employees will reseed and loam the grass area.**

Director Sylvia questioned the amount of paving expense allowed in the contract and would not support an allowance higher than that amount. Ken stated the paving was combined with other site work, but \$10,000 could be allocated to the driveway.

**Motion passed unanimously.**

Director Macdonald suggested that in the future a letter of intent should be written between the water authority and the homeowner.

Mr. Holstein thanked the Board.

## **7. Financial Report**

Finance Manager M. Champagne explained that the March and April financials have been completed. Also, expenses are up at this time due to timing issues, but will level out during the year. M. Champagne asked Directors to contact him with any questions they may have.

## **8. Bid Awards**

### **1. BCWA Maintenance Materials**

Director Hellmann made the following motion seconded by Director Macdonald

**MOTION: Maintenance materials stock items be award to EJ Prescott, HD Supply Water Works, Ti -Sales and WinWater Works for their material bids.**

**Motion passed unanimously.**

### **2. Nayatt Rd. Pump Station Electrical Testing**

Director Macdonald made the following motion seconded by Director Hellmann

**MOTION: To award electrical testing and servicing at Nayatt Rd Pump Station to Electrical Engineering & Service Co. at a cost of \$18,100.**

**Motion passed unanimously.**

## **9. Contract Change Orders**

### **1. CB Utility Installation of Water Mains: Add 335 Feet**

Director Macdonald made the following motion seconded by Director Hellmann

**MOTION: CB Utility contract – Installation of Water Mains – Increase existing contract by an amount not to exceed additional \$50,000, total amount not to exceed \$609,986.24.**

**Motion passed unanimously.**

**10. Task Orders – for Information**

**1. Pare – Fountain Ave Tank Engineering Services Addendum to TO #2**

Executive Director P. Marchand stated that this is for information only. Work could not be done in-house because the tank is so tall. Engineering services had to be hired for inspection services.

**11. High Water Bill, 17 Ellis Avenue, Warren.**

Issue has been resolved.

**12. Board Correspondence**

None.

**13. Executive Session – Union Negotiations RIGL 42-46.5(2)**

Chairman Klepper stated that there would be no further business once the Board returned to open session, except to seal the minutes and close the meeting.

Next Board meeting is scheduled for July 22, 2015.

Director Hellmann made the following motion seconded by Director Macdonald

**MOTION: To enter Executive Session – Union Negotiations RIGL 42-46.5(2)**

**Motion passed unanimously.**

The Board entered Executive Session at 7:22 pm.

The Board returned to open session at 7:50 pm.

Director Hellmann made the following motion seconded by Director Macdonald

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

**Motion passed unanimously.**

Director Hellmann made the following motion seconded by Director Macdonald

**MOTION: To adjourn the meeting.**

**Motion passed unanimously.**

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

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Raymond Palmieri, Sr.  
Secretary