

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

**Monday, March 28, 2016  
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. Public Input**

The Board received a letter from Elizabeth Barker who wishes the Board to modify the already approved minutes, adding her full name and address.

Director Hellmann made the following motion seconded by Director Jannitto

**MOTION: To modify the 2/2/16 Public Hearing minutes adding the full name and address of – Elizabeth B. Barker, 39 Almy Avenue, Warren, RI.**

**Motion passed unanimously.**

**2. Austin Caruthers – Eagle Scout Project – Shad Factory**

The Chair recognized Austin Caruthers of Rehoboth.

Mr. Caruthers stated that he is Senior Patrol Leader with Troop 13 of Rehoboth. His project plan is to build 4 benches along the edge of the Shad Factory pond near the dam for people to sit and relax and enjoy the view. The benches will have a concrete base and pressure treated wood.

Director Sylvia questioned if there would be any liability to BCWA. Legal Counsel J. Keough stated that there would not be any additional liability.

Director Sylvia made the following motion seconded by Director Jannitto

**MOTION: To approve Austin Caruthers' Project, placing 4 benches near the Shad Factory Dam. Mr. Caruthers to notify BCWA of project schedule.**

**Motion passed unanimously.**

Director Jannitto asked that a letter be sent to the Board of Selectman of Rehoboth informing them of this project.

### **3. Minutes**

Director Jannitto made the following motion seconded by Director Hellmann

**MOTION: To approve the minutes of the 2/29/16 Board Meeting.**

**Motion passed unanimously.**

Director Palmieri made the following motion seconded by Director Hellmann

**MOTION: To approve the minutes of the 3/14/16 Special Meeting.**

**Motion passed unanimously.**

### **4. Executive Director's Report**

Executive Director P. Marchand stated that BCWA's camera operator Kitty Murray had retired. The Executive Director thanked Kitty for all of her work.

Director Palmieri questioned lead services. Executive Director P. Marchand stated that galvanized services may have been connected with lead. BCWA will investigate if any of these services are in our system.

A report will be presented next month on the total utility savings of insulating the administration and distribution buildings. Work on the Barrington Bridge has been completed, it will be pressure tested and chlorinated next week.

Director Macdonald questioned GIS software and why employees are using both a tablet and laptop. Engineering Project Manager S. Rabideau stated BCWA is looking to upgrade or purchase new GIS software to use for BCWA's hydraulic model. Executive Director P. Marchand stated that tablets are easier to use but storage is limited and Mapping files are very large.

### **5. Update on Source of Supply Progress**

Executive Director P. Marchand stated that CDM is doing the field work for the design of the interconnection with East Providence.

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

Director Hellmann made the following motion seconded by Director Jannitto

**MOTION: To approve the write-offs for fiscal year ended 2/29/2016 in the amount of \$56,331.18.**

**Motion passed unanimously.**

### **7. Financial Report**

Finance Manager M. Champagne presented the approved budget with revenue deficit of \$28,220. The auditors will start in 3 weeks and the audit should be completed in June.

Director Macdonald questioned \$3,500 budgeted for Public Relations. Executive Director P. Marchand stated the PR firm is used for our Consumer Confidence Report and annual report.

**8. Award of Bids: a) Stock Maintenance Materials**

Director Hellmann made the following motion seconded by Director Sylvia

**MOTION: Water Main and Appurtenance Stock Materials be awarded to EJ Prescott, HD Supply Water Works, Ti-Sales, Hoadley & Sons and Warwick WinWater for their material bids.**

Detailed attached.

Motion passed unanimously.

**b) Maintenance Contract**

Director Hellmann made the following motion seconded by Director Sylvia

**MOTION: To award FY2017 Maintenance Service Work Contract in the amount of \$364,425.00 to JML Excavation Inc., of Bristol RI.**

Motion passed unanimously.

**9. Non-Bargaining Unit Pay Increase**

Chairman Klepper stated that the Board deals with the gross amount of the budget, the detail breakout is the function of the Executive Director.

Director Palmieri made the following motion seconded by Director Hellmann

**MOTION: Propose a 2.5% general increase and .5% be used as a bonus at the discretion of the Executive Director.**

Director Palmieri stated that the Consumer Price Index was .7% last year and each year we have had a rate increase which rate payers have to pay. Bonuses should be given to employees who go above and beyond their duties during the year.

**Motion failed 7 to 1. Voting Nay Chairman Klepper, Directors Gosselin, Hellmann, Jannitto, Louison, Macdonald and Sylvia. Voting Aye Director Palmieri.**

Director Hellmann made the following motion seconded by Director Jannitto

**MOTION: Propose a 2.9% general increase.**

**Motion failed 5 -3. Directors voting Nay Chairman Klepper, Directors Gosselin, Macdonald, Palmieri and Sylvia. Voting Aye Directors Hellmann, Louison and Jannitto.**

Director Macdonald made the following motion seconded by Director Sylvia

**MOTION: Propose a 2.5% increase.**

**Motion failed 4 to 4. Voting Nay Chairman Klepper, Directors Hellmann, Jannitto and Palmieri. Voting Aye Directors Macdonald, Gosselin, Sylvia and Louison.**

Chairman Klepper made the following motion

**MOTION: Propose a 3% increase.  
There was no second to the motion, the motion failed.**

Director Jannitto made the following motion seconded by Director Hellmann

**MOTION: Propose a 2.9% increase.**

**Motion failed 4 to 4. Voting Nay Directors Gosselin, Macdonald, Palmieri and Sylvia.  
Voting Aye Chairman Klepper, Directors Hellmann, Jannitto and Louison.**

Director Sylvia made the following motion seconded by Director Macdonald

**MOTION: Propose a 2.5% increase.**

**Motion failed 5 to 3. Voting Nay Chairman Klepper, Directors Jannitto and Hellmann.  
Voting Aye Directors Gosselin, Louison, Macdonald, Palmieri and Sylvia.**

Director Hellmann made the following motion seconded by Director Jannitto

**MOTION: Propose a 2.75% increase.**

**Motion failed 5 to 3. Voting Nay Chairman Klepper, Directors Gosselin, Macdonald,  
Palmieri and Sylvia. Voting Aye Directors Hellmann, Jannitto and Louison.**

Director Hellmann made the following motion seconded by Director Jannitto

**MOTION: Propose a 2.9% increase.**

**Motion failed 4 to 4. Voting Nay Directors Gosselin, Macdonald, Palmieri and Sylvia.  
Voting Aye Chairman Klepper, Directors Hellmann, Jannitto and Louison.**

Director Sylvia made the following motion seconded by Director Hellmann

**MOTION: Propose a 2.75% increase.**

**Motion failed 4 to 4. Voting Nay Chairman Klepper, Directors Gosselin, Palmieri and  
Macdonald. Voting Aye Directors Louison, Sylvia, Jannitto and Hellmann.**

Director Palmieri made the following motion seconded by Director Hellmann

**MOTION: Propose a 2.65% increase.**

**Motion passed 6 to 2. Voting Aye Directors Hellmann, Louison, Gosselin, Sylvia, Jannitto  
and Palmieri. Voting Nay Chairman Klepper and Director Macdonald.**

#### **10. Executive Director Pay Increase, Goal Setting for 2016 – 17**

Chairman Klepper presented the Executive Director's evaluation and composite goals for 2016 and 2017.

Director Gosselin made the following motion seconded by Chairman Klepper

**MOTION: Propose a 3.25% increase.**

**Motion failed 6 to 2. Voting Nay Directors Hellmann, Jannitto, Louison, Macdonald, Palmieri and Sylvia. Voting Aye Chairman Klepper and Director Gosselin.**

Director Hellmann made the following motion seconded by Director Louison

**MOTION: Propose a 2.9% increase.**

Director Palmieri requested the total compensation package for the Executive Director. Information will be provided to all Directors for next month's meeting.

Director Hellmann withdrew his motion and Director Louison withdrew his second to the motion.

**11. Update on Warren Paving Ordinance.**

No information to report.

**12. Next Scheduled Meetings a) Review of meeting dates.**

Chairman Klepper requested a consensus of Directors for available meeting dates for April, May, June and July.

Director Hellmann made the following motion seconded by Director Macdonald

**MOTION: To adjourn the meeting.**

**Motion passed unanimously.**

The meeting was adjourned at 7:25 pm.

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Raymond Palmieri, Sr.  
Secretary