

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

**Thursday, June 30, 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 and the following Directors were in attendance at the commencement of the meeting:

Paul Bishop, George Champlin, Joel Hellmann, John Jannitto, Allan Klepper, Georgina Macdonald, Raymond Palmieri, Sr.

Directors Absent: William Gosselin, Frank Sylvia

Chairman Klepper welcomed George S. Champlin as the new Barrington Director.

**1. Public Input**

None

**2. Minutes**

Director Macdonald made the following motion seconded by Director Hellmann

**MOTION: To approve the minutes of the 5/26/16 Annual Meeting.**

**Motion passed unanimously.**

Director Macdonald made the following motion seconded by Director Hellmann

**MOTION: To approve the minutes of the 5/26/16 Board Meeting, as amended.**

**Motion passed unanimously.**

**3. Executive Director's Report**

Executive Director P. Marchand informed the Board of her attendance at the AWWA Annual Conference in Chicago that had many sessions of practical information that will benefit the BCWA on future projects.

There is no new information concerning the Providence Water Rate Increase of 12% for wholesale customers now before the RIPUC. Water St. Main Replacement – National Grid states it will not remove an abandoned gas pipe with PCB contamination in the location of our water main.

Director Macdonald stated that a paper trail should be created between BCWA and National Grid.

The Executive Director supplied a BCWA draft letter to the editor concerning lead contamination in drinking water. Lead contamination comes from household plumbing with brass fixtures, lead-tin solder or lead service lines. The BCWA has no lead service lines to our knowledge, and our testing at household taps is well below the EPA action level.

**4. Financial Report**

Finance Manager M. Champagne stated the 1<sup>st</sup> quarter has ended with a 16% increase in revenue.

**5. Annual Report and Audit**

Finance Manager M. Champagne stated the Auditors will be present at the July Meeting for a presentation. The audit went very well, there were no major issues.

**6. Designation of Committees, Appointment of Members and Selection of Committee Chairs by the Chairman**

Chairman Klepper made the following appointments –

Finance Committee – J. Hellman - Chair, R. Palmieri, G. Macdonald

Personnel/Compensation Committee – P. Bishop – Chair, J. Jannitto, A. Klepper

Policies/Procedures Review Committee – W. Gosselin – Chair, F. Sylvia, G. Champlin

**7. Financial Advisor RFP**

Director Macdonald made the following motion seconded by Director Jannitto

**MOTION: To approve First Southwest as BCWA’s Financial Advisor.**

**Motion passed unanimously.**

**8. Customer Payment Portal**

Item continued to the July Meeting.

**9. Bid: Water Meters and Automatic Meter Reading System**

Executive Director P. Marchand stated meter installation will be outsourced. BCWA does not have enough manpower to perform their regular duties and install meters, although some will be done by employees as can be reasonably scheduled.

Item continued to the July Meeting.

**10. Metacom Ave. a) Change Order for Additional Work – Carr Lane**

Director Macdonald made the following motion seconded by Director Jannitto

**MOTION: To approve a change order in the amount of \$82,709 for D’Ambra Construction to install a water main on Carr Lane.**

**Motion passed unanimously.**

**11. Task Order: Design of New Metacom Ave. Pump Station**

Director Macdonald made the following motion seconded by Director Jannitto

**MOTION: To award Pare Corporation for the design of the new Metacom Pump Station in the amount of \$72,855.00.**

**Motion passed unanimously.**

**12. Claims: Patricia Savard, Barrington**

Discussion – Leak in the street was not discovered in a timely fashion, although not liable, should BCWA pay a portion of the bill for cleanup and water damage to her basement?

Director Macdonald made the following motion seconded by Director Jannitto

**Motion: Table item for review by legal counsel.**

**Motion passed unanimously.**

Item moved to the July Meeting. Also, Ms. Savard to be invited to the July Meeting.

**13. Goals for Executive Director**

Item continued to the July Meeting.

**14. Strategic Plan Update**

Item to be sent electronically to all Directors and discussed at the July Meeting.

**15. Update on North Farms**

Executive Director P. Marchand stated she had met with North Farm and issues were outlined. Joe Keough has spoken with their attorney and North Farms may be interested in presenting a proposal to the Board. Item continued to July Meeting.

**16. Update on Warren Paving Ordinance**

Item moved to the July Meeting.

**17. Board Correspondence**

Chairman Klepper discussed an information letter he will be sending to our legislators recapping various issues, including what BCWA has done to acquire funding for connecting to East Providence and Pawtucket Water.

Director Macdonald left the meeting at 7:23 pm.

**18. Next Scheduled Meetings**

Board Meeting – July 21, 2016.

Director Hellmann made the following motion seconded by Director Palmieri

**MOTION: To adjourn the meeting.**

**Motion passed unanimously.**

The meeting was adjourned at 7:25 pm.

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Raymond Palmieri, Sr.  
Secretary