

LINCOLN WATER COMMISSIONERS

MARCH 9, 2011

The regular monthly meeting of the Lincoln Board of Water Commissioners was held at the Lincoln Water Commission Office with Commissioners Conklin, Hadley, Kay, and Lapierre present. Also present was Water Superintendent John S. Faile. Commissioner DeCotis was absent from the meeting. Town Administrator T. Joseph Almond, James Dugan, CPA, Steven Lacroix, Sr. Vice President and Sr. Client Manager of Bank of America Merrill Lynch, former Lincoln Water Commission Chairman Stephen Smith and spouse Maureen Smith, Foremen Lewis Prescott, Jean Gagnon and billing clerk Steven Saritelli were in the audience.

The meeting was called to order at 5:01PM.

Upon motion of Commissioner Kay, seconded by Commissioner Hadley, it was VOTED: To allow the guests to speak before conducting the business portion of the meeting. APPROVED

Town Administrator T. Joseph Almond was the first to speak to the Board. He asked the Board to think about the possibility of assuming responsibility of the Town of Lincoln Sewer Project. He believes the residents of the Town of Lincoln would be best served by maintaining authority over the sewer project within the Town. He feels the management and efficiencies of the project could be improved and

since both water and sewer are enterprise funds it would make perfect sense to combine the two as that would enhance the revenues of both utilities. Discussion took place and the Board agreed to conduct a work session to explore the options of combining both utilities and told Mr. Almond that they would get back to him after the next meeting. Mr. Almond left the meeting at 5:30 pm.

Chairman Conklin then thanked former Chairman Stephen Smith for twenty years of service with the Lincoln Water Commission and presented him with a gaveled plaque. Mr. Smith spoke and thanked the Board and he and Mrs. Smith left the meeting at 5:50pm.

CPA James Dugan of the firm Carlucci and Dugan then addressed the Board to update everyone on what his role is in regards to the accounting portion of the Commission. He discussed the Balance Sheet and steps associated with audit preparation. He answered questions from members of the Board and left at 6:15 pm.

Ron Loeser was unable to attend the meeting due to illness. The Superintendent was prepared with the quarterly report of the Lincoln Water Commissions' portfolio and presented that to the Board.

Steven Lacroix of Bank of America Merrill Lynch then introduced himself to the Board and expressed hope that he could offer services to the Board that would benefit them in administrative cost savings. Mr. Lacroix was thanked for the information he provided to the Board

and he left the meeting.

The regular monthly meeting of the Board of Water Commissioners was called to order by Chairman Conklin at 7:00pm.

Upon motion of Commissioner Kay, seconded by Commissioner Lapierre, it was VOTED: To accept the minutes of the previous meeting. APPROVED

MONTHLY REPORT OF THE SUPERINTENDENT

Upon motion of Commissioner Kay, seconded by Commissioner Hadley, it was VOTED: That the Superintendent's Report for the month of February is accepted and ordered placed on file. APPROVED.

MONTHLY FINANCIAL REPORT

Upon motion of Commissioner Lapierre, seconded by Commissioner Kay, the February 2011 financial report will be placed on file for audit. APPROVED

OUTSTANDING BALANCE REPORT

The Outstanding Balance Report for the month of February will be placed on file. Billing Clerk Steven Saritelli informed the Board that he is investigating the possibility of accepting credit cards from customers and was encouraged to continue to investigate that possibility and report back on his findings.

CAPITAL ACCOUNTS

The February 2011 statement of investments, encumbrances, and amounts available for capital projects was presented to the Board.

MONTHLY INVOICES

Upon motion of Commissioner Kay, seconded by Commissioner Hadley, Accounts Payable in the amount of \$134,248.23, and Direct Payments in the amount of \$220,321.00 is approved for payment.

APPROVED

ABATEMENTS

There were no abatements to bring before the Board at the March 2011 meeting.

ACCOUNT TRANSACTION REPORT

The Account Transaction report will be placed on file.

CORRESPONDENCE

a) Town Administrator T. Joseph Almond addressed the Board at 5:00 pm and the first work session to discuss management of the sewer project will be held on Wednesday, March 16th at 5:00 pm.

b) James Dugan addressed the Board at 5:45 pm and it is requested that he remain a consultant to the Board.

c) As a result of the Merrill Lynch presentation, upon motion of Commissioner Lapierre, seconded by Commissioners Kay and Hadley, it was VOTED: To balance the Lincoln Water Commission portfolio in accordance with the rules and regulations of the Commissions' investment policy. APPROVED.

d) A letter from John Ward, Town of Lincoln Finance Director requesting that the Lincoln Water Commission participate in the payment of the audit expenses in the amount of \$2,500.00 was APPROVED upon motion of Commissioner Kay, seconded by Commissioner Hadley.

e) Letters from the Superintendent to Senator Jack Reed and Appropriation Committee member Lisa Murkowski expressing support of EPA funding were presented to the Board.

f) Notice of a payment for use of generators from ENEROC in the amount of \$375.22 was presented to the Board.

OLD BUSINESS

a) Further communication from the Lonsdale Fire District will be heard at a later date.

b) Comments relative to the "Rates, Rules, and Regulations" of the Lincoln Water Commission were received and discussed at the March meeting. The comments and changes will be added to the document

and the revisions will be presented at April meeting for approval.

c) A proclamation expressing appreciation for service to the Lincoln Water Commission will be presented to Kenneth Pichette

d) The Board was presented with the new bill format for the 6 month bill

and it was accepted with the removal of the word “assessment”.

NEW BUSINESS

a) Joseph S. Bastic IV reached his 10 years of employment on March 5, 2011 and John Christo will also reach ten years on April 2. Upon motion of Commissioner Kay, seconded by Commissioner Lapierre, it was VOTED: To present each of the employees with a certificate of appreciation and a \$50.00 gift certificate to Trattoria Romano in Lincoln. APPROVED.

b) Quotes for the testing of the large meters of greater than 2” were received. Upon motion of Commissioner Kay, seconded by Commissioner Lapierre, it was VOTED: To award the project to Toomey Associates. APPROVED (Quotes attached).

SUBCOMMITTEE REPORTS

The Labor Negotiations Committee and the Charter Subcommittee were thanked for their time served and disbanded until such need arises.

A Claims Committee will be formed on an as needed basis.

As part of the safety education report, the Superintendent informed the Board that members of the crew attended a Total Coliform seminar and an emergency response seminar.

It was decided that the Agenda for each monthly meeting will be sent to the RI Secretary of State office and posted to the Lincoln Water Commission web page one week before the meeting and placed in each member's packet along with the minutes with other meeting material when delivered.

The Superintendent informed the Board that a meeting with our Blue Cross representative Marc Gagnon took place and our rate for the 2011/2012 budget will increase by 9.4%

Upon motion of Commissioner Kay, seconded by Commissioners Lapierre and Hadley, it was VOTED: To allow the Superintendent to enter into discussion with Steven Lacroix and Bank of America to formalize an agreement. APPROVED

Upon motion of Commissioner Lapierre, seconded by Commissioner Hadley, it was VOTED: To adjourn to executive session in accordance with RIGL 42-26-5a (1) – 9 to discuss legal matters at 7:40PM. APPROVED

Upon motion of Commissioner Kay, seconded by Commissioner Hadley, it was VOTED: to return to the regular meeting. APPROVED

Upon motion of Commissioner Lapierre, seconded by Commissioner Kay, it was VOTED: To seal the minutes of the closed session in accordance with RIGL 42-26-7c. APPROVED

Upon motion of Commissioner Kay, seconded by Commissioner Lapierre, it was VOTED: To adjourn at 8:15 PM. APPROVED