

LINCOLN WATER COMMISSIONERS

FEBRUARY 8, 2012

The regular monthly meeting of the Lincoln Board of Water Commissioners was held at the Lincoln Water Commission Office with Commissioners Conklin, Hadley, Lapierre, and Kay present. Also present was Water Superintendent John S. Faile. Commissioner DeCotis was not in attendance. Also in attendance was Ron Loeser, investment advisor of Merrill Lynch, Mr. Joseph Pytka of 569 River Road, and Mr. and Mrs. Caccia of Bridle Drive.

The meeting was called to order at 5:10 PM.

In accordance with past practice of allowing guests to speak prior to addressing the agenda, the Chairman allowed Mr. Pytka to address the Board. Mr. Pytka informed the Board that he is disputing the meter reading at his residence, wishes to have his meter tested but is also disputing the \$100.00 fee associated with meter testing. Lengthy discussion took place and upon motion of Commissioner Lapierre, seconded by Commissioner Kay, an appointment was made to test the meter and abate the testing fee. APPROVED

Mr. Pytka left the meeting and a letter from Mrs. Caccia was read requesting that the Board make the exception to the policy of leaving a credit balance on an account rather than sending a check. Upon

motion of Commissioner Kay, seconded by Commissioner Lapierre, a check for the overpayment will be sent to Mrs. Caccia. APPROVED

Mr. Loeser then addressed the Board reviewing the portfolio that was presented to them at the February 1st special meeting. He found the presentation to be equitable and very workable within the Board's investment policy. Mr. Loeser then answered questions and was thanked by the Board for his many years as investment adviser. The Board presented him with a plaque showing appreciation.

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

MONTHLY REPORT OF THE SUPERINTENDENT

Upon motion of Commissioner Kay, seconded by Commissioner Hadley, the Superintendent Report for the month of January is accepted. APPROVED.

MONTHLY FINANCIAL REPORT

Upon motion of Commissioner Lapierre, seconded by Commissioner Kay, the January, 2012 correspondence will be sent to the Town of Lincoln Finance Director with the status of the operating budgets and the financial report placed on file for audit. APPROVED

OUTSTANDING BALANCE REPORT

The Outstanding Balance Report for the month of January, 2012 will be placed on file.

CAPITAL ACCOUNTS

The Accounts planning report for the month of January was received by the Board and will be placed on file.

MONTHLY INVOICES

Upon motion of Commissioner Kay, seconded by Commissioner Lapierre, Accounts Payable in the amount of \$129,326.98, and Direct Payments in the amount of \$240,438.39 were approved for payment. Also approved for payment was the amount of \$19,072.00 for supplemental payables. APPROVED

ABATEMENTS

Upon motion of Commissioner Kay, seconded by Commissioner Hadley, Abatements in the amount of \$2,098.71 are approved as follows: - \$178.99 for senior abatements of surcharges; \$9.78 for removal of interest

added after payment was received;; \$764.63 because realtor called in wrong reading for a final bill; \$374.85 from customers with more than one account to correctly apply payment to both accounts rather than leave a credit balance; \$358.79 to correct overestimates on accounts; \$13.04 to remove sales tax because a tax exempt certificate was received; and \$398.63 to apply payment to the correct account.

APPROVED

ACCOUNT TRANSACTION REPORT

The Account Transaction report will be placed on file.

CORRESPONDENCE

a) The Superintendent informed the Board that there has been no response to date to his request for an early loan payment of the 116/146 repair loan from the Rhode Island Clean Water Agency.

b) An email from Councilman John Flynn requesting information regarding the Senior Abatement of Surcharges was read to the Board.

c) A letter from a customer praising the work and promptness of Gary Scotto during a meter change was read by the Board and a copy to Mr. Scotto's personnel file was APPROVED in a motion by Commissioner Lapierre, seconded by Commissioner Kay.

OLD BUSINESS

a) After lengthy discussion, upon motion of Commissioner Kay, seconded by Commissioner Hadley, it was VOTED: To consolidate all banking and investment accounts and transfer funds to Citizen's Bank. APPROVED

b) Upon motion of Commissioner Lapierre, seconded by Commissioner Kay, it was VOTED: To authorize Chairman Frederick Conklin, Superintendent John Faile, and Office Manager Nancy Kurowski to execute the documents necessary to make the transfer.

APPROVED

c) The Superintendent and the Office Manager reported on the status of the billing program, including bankruptcies, collections, and meter changes.

NEW BUSINESS

a) A Public Hearing will be advertised and held immediately prior to the monthly meeting on March 14, 2012 to update the fee schedule for final bills, new meters, and termination letters.

b) Upon motion of Commissioner Kay, seconded by Commissioner Lapierre, it was VOTED: To authorize the Superintendent to award the bid for the used pickup truck to the highest acceptable bidder.

APPROVED

c) Upon motion of Commissioner Kay, seconded by Commissioner Lapierre, the book binding machine is declared surplus property. It will be offered as a donation to the Planning Department at the Town of Lincoln. APPROVED

d) The 2011 Annual Report is accepted and will be placed on file.

SUBCOMMITTEE REPORTS

There were no reports from any subcommittees

Upon motion of Commissioner Kay, seconded by Commissioner Hadley, it was VOTED: To adjourn to executive session in accordance with RIGL 42-26-5a (1) – 9 to discuss legal and personnel matters at 7:45PM. 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

There being no further business before the Board, the Chairman declared the meeting adjourned at 8:20 pm