

## LINCOLN WATER COMMISSIONERS

January 13, 2016

### **Regular Meeting**

The regular monthly meeting of the Lincoln Board of Water Commissioners was held at the Lincoln Water Commission office with Commissioners Fred Conklin, Rene Lapierre, Edward Fox, George Hadley and Eric Fox present. Also present were Water Superintendent Romeo Mendes and Assistant to the Superintendent Lewis Prescott.

The meeting was called to order at 5:59 p.m.

### PUBLIC COMMENT

There was no public comment at the January 13, 2016 meeting.

### CONSENT AGENDA –

Motion to approve the Consent agenda passed unanimously. (Eric F–Ed F)

The following items were approved on the consent agenda for the January 13, 2016 meeting:

- December 9, 2015 Regular Meeting Minutes
- December 2015 Capital Accounts
- December Monthly Abatements
- December Account Transaction Report
- December Correspondence – None
- December News Articles – None

### MINUTES

- December 9, 2015 Executive Session

Motion to verify content of the December 9, 2015 Executive Session minutes and update same if necessary and include in February 2016 agenda for approval. (FC-RL)

### MONTHLY FINANCIAL REPORT

The December 2015 operating and revenue report was presented to the Board for approval.

Motion to accept the expenditure and revenue report for the month of December 2015 passed unanimously. (FC- Eric F)

Motion to send the monthly financial status report for December 2015 to the Town Finance Director passed unanimously. (FC –Eric F)

## OUTSTANDING BALANCE REPORT

The outstanding balance report for the month of December 2015 was reviewed by the Board and will be placed on file.

The outstanding balance due over 120 days for December was \$65,588.00. This amount is lower than the November 2015 report.

## CAPITAL ACCOUNTS

The Capital Accounts report for November 2015 was passed with the Consent Agenda.

Interest on investments declined slightly for the month of December.

## MONTHLY INVOICES

Motion to remove Larry's Lincoln Auto from the list of payables and vote on separately passed unanimously. (Eric F-FC)

Motion to pay Larry's Lincoln Auto in the amount of \$538.09 passed unanimously. (GH-FC)

Commissioners Edward Fox and Eric Fox recused themselves from the vote.

Motion to approve payment of the remaining December 2015 Accounts Payable in the amount of \$115,949.98 including supplemental payables of \$109,203.23 as well as Direct Payments in the amount of \$188,160.85 passed unanimously. (Eric F-Ed F)

## ABATEMENTS

The December 2015 regular monthly abatements were passed with the Consent Agenda and will be placed on file.

- a. None

## ACCOUNT TRANSACTION REPORT

The December 2015 Account Transaction Report was passed with the Consent Agenda and will be placed on file.

## CORRESPONDENCE

The December 2015 Correspondence was passed with the Consent Agenda and will be placed on file.

- a. None

## UNFINISHED BUSINESS

- a. Rates, Rules and Regulations of the Lincoln Water Commission

Superintendent Mendes advised that work to update the technical sections of the Rules and Regulations was progressing; however, more time was needed to produce a draft for review. A draft will be produced as soon as possible and forwarded to the Commissioners for review. Approval of same will be at a future meeting.

b. Martin Street Bridge Emergency Waterline Repair bid proposal

Superintendent Mendes advised the Commission that the bid had been advertised on January 11, 2016. The schedule called for a pre-bid meeting on January 19, 2016, final questions by February 3, 2016 and Bid submission and opening on February 11, 2016. A recommendation for choice of contractor would be provided to the Commissioners at the March meeting.

c. Providence Connector Pump #3 VFD upgrade - Update

Superintendent Mendes advised the Commission that an anticipated rebate of \$12,500 had been received. Netting this amount into the total project cost of \$19,300 resulted in the Commission being able to complete the upgrade for \$6,800.00.

#### NEW BUSINESS

- a. River Road Request for abatement of TON Fee – Superintendent Mendes relayed that the customer requested an abatement of the TON fee for discontinuation of service for non-payment. Request was based on a final notice received regarding payment. Commissioners reviewed the account and moved to deny the request based on customer history. Superintendent Mendes will send the decision by mail to the customer. Motion to deny request for abatement of TON Fee passed unanimously. (Eric F – Ed F)
- b. Rockridge Road Request for abatement of TON Fee - Superintendent Mendes addressed the Board regarding the request for abatement of the TON fee for this customer. He requested consideration on the customers’ behalf due to extenuating circumstances. Upon review of same, the Commissioners approved the request. Motion for abatement of TON fee passed unanimously. (Ed F - RL)
- c. Williams Street Request for abatement of TON Fee - Superintendent Mendes addressed the Board regarding the request for abatement of the TON fee for this customer. He requested consideration on the customers’ behalf due to extenuating health issues and circumstances. Upon review of the customers payment history the Commissioners approved the request. Motion for abatement of TON fee passed unanimously. (RL -Ed F)
- d. The Commissioners discussed the Superintendent’s recommendation for the purchase of a new vehicle. The Superintendent explained that the purchase had been planned for in the Commission’s 2015-2016 capital projects funding. The approach would be to purchase an SUV for use by the Superintendent and Assistant to the Superintendent.

The 2014 F-150 they are currently using would then be utilized for day to day operations. The Commissioners discussed potentially delaying the purchase but since two (2) other vehicles will require replacement over the next 2 to 3 fiscal years, a new vehicle, preferably a leftover 2015 should be purchased now. Motion to authorize the Superintendent to bid for a new vehicle passed unanimously. (RL – Ed F)

- e. The Commissioners discussed the Superintendent’s recommendation for the purchase of a plow for the F-250 currently utilized by the Foreman. The plow would be integral in clearing snow at various Commission controlled sites and would obviate the use of the backhoe. The Commissioners reasoned that it would be safer to use a truck and plow to clear snow at the Commission’s storage tank and pump station sites and so voted to authorize the purchase. Motion to proceed with the purchase of the plow for the existing F-250 passed unanimously. (RL – Ed F)

#### CLAIMS –

There were no claims presented at the December 9, 2015 meeting.

#### NEWS ARTICLES –

News articles for the December 2015 meeting were passed with the consent agenda

- a) None

#### EXECUTIVE SESSION

Motion to seek to adjourn to Executive Session per RIGL 42-46-5 (a) (2) to discuss the Policies Governing Benefits and Other Administration Functions for Union Employees – Construction Season, Staff Vacancy and Access to past Executive session meeting minutes (RL-GH)

#### EXECUTIVE SESSION – PUBLIC VOTE

Motion to Seal the Minutes of the Executive Session passed unanimously. (RL-Ed F)

There were no other votes taken during the Executive Session.

#### ADJOURN

There being no further business before the board the meeting adjourned at 7:15 p.m.