

Prudence Island Water District

Minutes of meeting: January 17, 2009

Meeting was called to order at 1:00 p.m. Present were David Buffum, moderator; Patricia Richard, clerk; and Robert Hanson. Absent were Phillip Brooks and Richard Brooks.

Approval of minutes of meeting for January 3, 2009: Ms. Richard reported a technical problem with taping of the meeting, and had to rely on notes. Ms. Richard also reported having forgotten to post notice on Secretary of State web site; first time in 4 years. Notices were posted publicly and on district web site. Motion to approve minutes of the meeting by Mr. Buffum, seconded by Mr. Hanson, approved unanimously.

Purchasing/treasury

Expense report 1/3/09 through 1/17/09 totaling \$5399.40 presented to the board.

Current available capital: \$77,270 including undeposited funds.

Received invoice of \$12,000 from Hinckley Allen & Snyder for legal work on acquisition. Still need figures for payments during acquisition. Still need executed documents from closing with RICWFA. The board directed Ms. Richard to cut them a check for \$6000.

Ms. Richard said that she would like to pay PIVFD for back rent for meeting venue. Board directed Ms. Richard to pay \$500.

Conservancy lease coming due for big blue. Payments based on consumer price index, Ms. Richard expects it to be around \$1250.

Conservancy will invoice when CPI is published.

Mileage allowance is now 55¢ per mile

Backhoe services: arriving at a minimum annual figure still pending.

Lab fees for 2009 schedule is relatively light with the exception of SOC for Army Camp. Need to clarify with DOH, code missing from lab fee sheet. 2010 is a heavy year for testing, need to put money aside to cover testing costs. Ms. Richard asked if sample bottles for various tests need to be purchased. Mr. Capron said that so far he had simply picked up bottles from DOH, not aware of any charges for them

Ms. Richard said she had researched laptop computers, most economical models that can run quickbooks are approximately \$500.

Mr. Buffum volunteered to do further research and make a purchase.

Ms. Richard said that she still had a desktop available for district office; needs operating system, cost approx. \$175. Mr. Capron asked about the computer at world headquarters. Ms. Richard said it would need to be evaluated. Ms. Richard asked Mr. Capron if there was a typewriter at world headquarters, need one to make out tax forms. None at world headquarters, Ms. Richard said that she would see if conservancy had one at their office.

Still haven't received 3rd quote on RICWFA sign, Ms. Richard suggested awarding to Silktone, lowest current quote. At \$560.

National Grid still charging taxes, Ms. Richard called twice; second time got helpful customer service rep, status of accounts updated and new balances were given over the phone. While conversation was taking place, received call from another national grid rep who said that they could not remove gross earning tax because it was against state law. Ms. Richard spoke to RI Div of Taxation regarding

this assertion; it is incorrect. Gross earnings tax is to be paid by National Grid; they simply pass on to customer, they would not be in violation of state law to exempt the district... they would simply have to pay their own taxes. Ms. Richard said that the district has not seen the end of this issue.

Customer accounts –Ms. Richard gave Mr. Buffum list of payments received. Questions about individual customer accounts. Need to meet and compare customer databases.

Bylaws – No new work done on bylaws,

Systems manager's report:

Electrical problems at Indian Spring. John Cubellis check, one phase is dropping voltage, called Narragansett Electric, they looked at transformer and said was ok, but told Richard Kenerson that they found a problem with single phase and fixed. Stepdown transformer is what is making noise in pumphouse, according to Mark Kimball it is normal. When NG was there asked Mr. Capron to start both wells, #4 would not start. Gene Rinker, Mark Kimball accompanied Mr. Capron to pumphouse, managed to get running, but believe still having voltage problem. Need ladder diagram of electrical system, Bill Moclair, independent electrical/electronics contractor should have it. Mr. Hanson asked when #4 was last running, Mr. Capron said probably September. Mr. Capron requested authorization Mr. Cubellis and National Grid together to troubleshoot voltage problem. Request was authorized. Ms. Richard advised Mr. Capron that it was also possible to request a chart recorder from National Grid to monitor voltage. Mr. Capron said that he also wants the main breaker replaced

as it is incorrectly installed.

Map of system showing district water line on private property from Pier Road to Brown Lane. Mr. Capron is concerned about what will happen to this line when people are compelled to update their septic systems.

Discussion of service connection for property located at lots 75-5 and 75-6, Narragansett Ave. Home on one lot is under construction, septic system has been installed in back yard, installer presumed that water line was on Narragansett but is in fact on Holbrook Ave and crosses the other lot. Wants service connection moved to Narragansett Ave. to match their site plan. Checked with Mr. Rinker, who said he had never been contacted about location of water line. Cost of moving service connection is an issue. Further communication with customer is necessary.

Leak on Governor Paine Rd. repaired.

Attended hazcom training at RI Interlocal Risk Mgt. Trust. Stressed use personal protection equipment: safety glasses, goggles, ear protection, boots, gloves. Ms. Richard said she will begin looking for vendor.

Tree removal needs to be done where they are growing over water lines, Hillside Ave, Pear Tree Lane, Prospect Terrace, what to do with wood? Second Street also needs work.

Ms. Richard asked for authorization to add \$50 to Mr. Capron's next paycheck as compensation for having been called out on a holiday evening (New Year's Day) Mr. Buffum said that would be appropriate.

New Business:

Letters from Russell Satler and Linda Gaulin requesting water connections for property located at Hornbine, Broadway and Allen; have been paying for on-demand hookup. Mr. Capron observed that water lines in that area were installed by private party rather than PIUC and are a hodgepodge of pipe sizes. Need to contact parties, establish exactly where properties are located, job can't be done until better weather.

Letter from Town of Portsmouth town administrator confirming tax exemption, in response to Mr. Hanson's request.

Motion to adjourn by Mr. Buffum, seconded by Ms. Richard, approved unanimously. Meeting adjourned 2:40 p.m.

Patricia Richard, Clerk