

**Prudence Island Water District
Minutes of meeting held August 28th, 2010**

Call to Order

Meeting was called to order at 1 p.m. Present were David Buffum, moderator, Philip Brooks and, Richard Brooks board members, Patricia Richard, treasurer and William Capron, system manager. Absent were Leo Perrotta, Clerk and, Robert Hanson board member.

Approval of minutes

R. Brooks made a motion to approve the minutes of August 7th 2010.

D. Buffum seconded the motion.

Vote; R. Brooks and D. Buffum approved P. Brooks abstained. Motion passed.

Administrative

Treasury / Purchasing/Customer accounts/billing

BOA balance \$33,418.60, Citizens balance \$73,652.45, for a total of \$107,071.05, undeposited funds; \$1,179.30, and outstanding balances of \$8,179.21. open invoices are up 68% over last year probably due in large part to the rate increase.

This may result in more shutoffs due to nonpayment than normal.

Excluding the outstanding balances, undeposited funds and opening balance equity we have \$74,371.05 in operating funds.

This means we can spend \$4,132.00 a week until the end of the year. With undeposited funds and outstanding balances added we would have \$83,129.00 which would give us approximately \$4691.00 a week available until the end of year.

Paid the RICWFA bill and the taxes on World Headquarters for the year. would leave us with enough money to

Received a letter from RI Interlocal about another annual payroll audit. It will be done by the same person as last year.

P. Richards needs approval for reimbursement for company cell phone and office supplies , \$48.15; phone, and \$46.54 for a total of \$94.69, the board approved the reimbursement.

Profit and Loss August 28th, 2009, thru August 28th, 2010 shows expenses of \$172,815.00 which includes depreciation, amortization, and FUTA tax (which we are exempt from). The adjusted number is \$ 159,966.00. Although this seems oer budget, this Number includes capitol improvements, Warner ave. project, and all expenses to date, so we should still be within budget.

Actual expenses for the 2010 calendar year to date is \$100,084, this leaves \$56,390. For the rest of the year.

This would give us a spending allowance of \$ 3130.00 week. The weekly average spending is \$2943 week.

At the current spending rate, we should have approximately \$10,000-\$15,000 surplus

Discussion of Cross connection control plan- discussion to continue at next meeting.

Discussion of Hardship hookup policy- discussuin to continue at next meeting.

Discussion of bylaw revision to conservation section F.-

P. Brooks made a motion to accept the revised section F, D. Buffum seconded, motion passed unanimously.

Discussion of adopting fee schedule for bylaws.

R. Brooks made a motion to adopt fee schedule for bylaws, P. Brooks seconded, motion passed unanimously.

Discussion of Proposed 2011 budget.

It was agreed that we needed to raise labor rates to reflect the efforts of the employees, and bring the wages up especially since we cut wages when we took over since we didn't know if we could afford to pay more at that time.

P. Brooks made a motion that we accept the proposed 2011 budget, R. Brooks seconded, motion passed unanimously.

W. Capron discussed two capitol improvement projects, that may need to be done this year depending upon outside contractors Sawyer Hill is going to get a retaining wall installed by the Town and this will require relocating three curb stops.

Another capitol improvement is the replacement of a water line on Madison which serves three residents and will need to be replaced if the house closest to Madison is rebuilt

If these projects come up this fall then we wouldn't have the manpower, time and possibly finances do do the Allen lane project.

Another capitol improvement project is the Harriet Ave/Narragansett ave. line replacement. Due to the large size of this project it was suggested it be broken down into two projects to make it more manageable both in labor/time and expense.

P. Richards asked the board if we could authorize the purchase of a computer for W. Capron.

It would make his paperwork and record keeping easier, and would also give the district a backup computer if needed.

P. Brooks made a motion to authorize the computer, R. Brooks seconded, motion passed unanimously.

P. Richards suggested that as a way to say "thank you" to our Lawyer Kim Green (who did a lot of work for us and never billed us.) we could give her free water in 2011 for the two connections she has.

R. Brooks made a motion to authorize the credit to Kim Greens 2011 water bill, P. Brooks seconded, motion passed unanimously.

P. Richards asked the board if we would extend the nonprofit discount to the Historical Society since they acquired the old coffee Shop building.

P. Brooks made a motion to authorize the discount, R. Brooks seconded, motion passed unanimously.

Technical

System Managers report.

W. Capron and S. Butler went through the District informing people (especially those with gardens) about the stage three Restrictions. Those not in compliance were sent reminder notices of the restrictions in place.

Put cold patch on roadcut on Warner Ave. project. Did grounds maintenance at all locations. Tested generators.

W. Capron had a discussion with Island town road crew member to get clarification on the towns responsibility on brush clearing on road sides. W. Capron met with Brian Woodhead ass't. Director of public works to get clarification on, Sawyer Hill start date, Status on closure of Allen In to traffic and Town brush clearing policy.

The Director was on vacation and would address these issues when he returns.

Number one well run and over pumped capacity of well within 24 hours, restriction put on pump and problem was corrected.

Leak found on Narragansett Ave ext. where waterline ran next to catch basin.

Water samples taken and results came back positive for total coliform. More samples taken and waiting for results.

Technical Other

Well levels taken, ground water still very low.

Stage three to remain in effect for a couple more weeks.

New Business

Correspondence

None

Other

Beth Myre from Atlantic States Rural Water and Wastewater sat in on the meeting.

She is traveling around to familiarize herself with the various watersystems in the association.

Waiting list

One person didn't send money so one connection wasn't hooked up.

Board would like two bring on two connections for 2011, one to replace the one not connected, and one new person from list.

P. Brooks made a motion to authorize two connections for 2011, R. Brooks seconded, motion passed unanimously.

P. Brooks made a motion to adjourn, R. Brooks seconded, motion passed unanimously. Adjourned at 2:46 pm