

Prudence Island Water District Board of Directors
Minutes of Meeting held 9/8/12

Call to Order. Meeting called to order at 1:00 p.m. Present were Moderator Harry Sterling; Board Members George DeChambeau (Treasurer), Martha Fuller (Clerk), Philip Brooks, and David Buffum. A quorum was present. Also present, System Manager Will Capron, Office Manager/Bookkeeper Donna Hammann.

Review and approve Minutes of 8/4/12 meeting. Philip Brooks moved, George DeChambeau seconded, to approve the minutes of August 4. Passed unanimously.

Customer Russ Sattler asked the Board to clarify his position on the waiting list. He had not been on the waiting list and will be added when he makes the request in writing.

Treasurer's Report. Revised report for July distributed in addition to August report. Subsequent reports will separate customer costs from operating costs. Martha Fuller moved, Philip Brooks seconded, to approve the Treasurer's Report. Passed unanimously.

Draft Budget for 2012-2013. Postponed.

New Meeting Schedule. The Board will meet on the second Saturday of each month.

RFP for repair of the Broadway Tank shed. Philip Brooks moved, David Buffum seconded, to approve the posting of an RFP for repairs to the shed. Passed unanimously.

Authorize shut off notices with October 2 late payment notice. George DeChambeau moved, David Buffum seconded, to authorize the Office Manager to send bills to late-paying customers, with appropriate penalties and a shutoff notice. Passed unanimously.

Web site maintenance update. Donna Hammann presented tentative plan. Martha Fuller moved, Philip Brooks seconded, to ask Patty Richard to provide an estimate for website maintenance services. Passed unanimously.

Review draft Facilities Improvement Plan. First installment of plan distributed. Board is to go over it, checking for factual errors, omitted topics or questions, and disagreement with recommendations, to be sent to Moderator Sterling, who will compile. Martha Fuller moved, George DeChambeau seconded, to meet at 1:00 p.m. on September 22 to discuss. Passed unanimously.

Review specifications for engineering services for new tank. C & E Engineering is under contract with the Department of Health. Their engineering services would be free to PIWD via the Small Water System Engineering Assistance Program. Martha Fuller moved, David Buffum seconded, to accept SWSEAP help for services from C & E Engineering on the Broadway Tank and mixing for Big Blue, subject to the Board's approval of their approach. Passed unanimously.

Office Manager/Bookkeeper Report. Funds deposited, \$158,671.04; undeposited \$0.

Moderator's report. Distributed.

System Manager's Report.

Continued grounds maintenance at all installations, including 2nd Street and Governor Paine Rd.

Monthly water sample absent of bacteria. Third quarter sample for Army Camp well was taken. Samples for iron/manganese taken from Army Camp well, Indian Spring #1 and #4 wells.

Streamflow and well monitoring done for August. Streamflow was up, most wells were down even though we had received several inches of rain. Kept Stage 2 conservation signs up until after Labor Day.

William Moclair came over, was taken to the Broadway pumphouse. He was given a demonstration of how pumps operated under load (that is, with a hose running). Informed of problems with low pressure and constant long-term drain by customers. He drew a schematic and was to send us an estimate to build a control box.

Received call from Mr. Heile of the Prudence Park Association Water System inquiring if the district or I could run their system. Informed him that I could not do so and that the PIWD operates with a bare minimum of staff. Informed Moderator Sterling of the conversation and concerns about involvement with PPA water.

Partially stained Indian Spring pumphouse. Stained Army Camp well house and Broadway pumphouse. Unfortunately the Broadway pumphouse had rotting trim boards and beginning of rot on other boards. Informed Moderator Sterling.

Replaced broken and leaking PVC tee on or near Hornbine Avenue in the pressurized part of the system. This line from Merrill to Longview may be on private property, perhaps all the way to Alden Ave. The pressurized area is a mess of mismatched water line types and sizes.

Repaired another leak on John Oldham Road.

Received results of sanitary survey, wrote a preliminary response concerning minor deficiencies, passed sanitary survey to Moderator Sterling.

Read "statement of qualification" booklets from 4 engineering firms. Met with Mr. Simbro again from Wright Pierce engineering to answer more questions about our system and to make a compilation photocopy of the system map. Attended interviews with 4 engineering firms at the BCWA headquarters in Warren.

Met with Fire Chief Marshall and Mr. Brian Remy (plumber) at Greer Tank house with respect to installing a pump to fill Greer tank. On VJ Day was asked to remove Y strainer because it was believed RPZ was clogged. Y strainer clean. Ball valve near vault does

open 100%, and there was enough volume in big Blue to make RPZ work. Pressure readings on RPZ with Big Blue at capacity: inlet pressure 12 psi, middle pressure 5 psi, outlet pressure .5 psi with ball valve on tank side of RPZ closed. Would like engineering approval for installation of a pump between the RPZ and Greer tank.

Submersible pump in Army Camp well seized up. John Cubellis performed electrical diagnosis and replaced a control box, free of charge on a Saturday. Replaced submersible pump with spare from WHQ. Wires and pipe were perfectly clean. There is no known valve between well house and Broadway pumphouse. Part of the wellhouse roof had rotted, needed replacement. Picked up supplies on mainland, repaired roof with Alton Barrett. Re-shingled roof on Labor Day.

Met with Mr. Ferrari, going over old system map. He made numerous notations and some corrections. Gave him photocopies of photographs of certain problem areas like the end of the 6" main line, the transition point of 4" PVC to 2" HDPE on Gov. Paine Rd., the mess in the pressurized area. Gave him information on our 4 wells, and lent him the system logs from January through July to analyze data, especially with respect to water consumption. Discussed next year's improvement project proposal and other possible improvements to the system.

Received request from Northeast to determine when Broadway pumphouse was constructed; several hours of research produced president's report from 1991: pumphouse built by January 1991. Made photocopy, gave to Donna Hammann to fax to Northeast.

Bristol Colony well has an effective yield of 3 GPM. Submersible pump is believed to be a Gould model 10GS05412 with a pumping range of 3-16 GPM.

Goulet well 160' deep, starts at 7 GPM. Stabilized 90" 4 GPM

Homeowners at 029 Alice Ave. need to change their shutoff valve. No curb stop can be located. Made estimate.

EXECUTIVE SESSION

Discussion of recommendations from Personnel Committee to the Board following performance review of staff.

RETURN TO OPEN SESSION

Adjournment. Martha Fuller moved, Philip Brooks seconded. Approved unanimously.