



**State of Rhode Island and Providence Plantations  
Water Resources Board**

Justice William E. Powers Building, Third Floor  
One Capitol Hill  
Providence, RI 02908  
(401) 574-8400 ♦ FAX: (401) 574-8401

**FINANCE COMMITTEE MINUTES**  
June 12, 2007

**Members Present:**

William Penn, Committee Chair  
Jon Schock  
Ian Morrison

**Members Absent:**

**Staff Present:**

Juan Mariscal, P.E.  
Kathleen Crawley

**CALL TO ORDER AND APPROVAL OF MINUTES:**

**Motion** by Mr. Schock second by Mr. Morrison to approve the Finance Committee minutes for the meetings of May 8, 2007. The motion carried with Mr. Morrison abstaining since he had not attended the meetings.

**REPORTS**

**Motion** by Mr. Schock second by Mr. Morrison to approve the May 2007 Chief Business Officer's Report. The vote in favor was unanimous. The motion carried.

Discussion

Ms. Crawley reviewed the report in detail. She stated that there will be a balance of general revenue funds due to "turnover" (i.e. vacant positions). She also noted that the \$400,000 in restricted funds will be in the FY 2008 budget rather than the 2007 budget to finish the Supplemental Water Supply Study. She stated that the new funds available from the Department of Health have helped to offset reduced funding for Water Allocation. There was also a brief discussion about Big River and the possibility of moving the project forward similar to the Providence Project.

**Motion** by Mr. Schock second by Mr. Morrison to approve the April 2007 Chief Financial Officer's Report. The vote in favor was unanimous. The motion carried.

Discussion

There was a brief discussion of the balance of Phase III Drinking Water Protection funds. The committee asked staff to check with Bond Counsel to determine what options are available for transferring the funds.

**ITEMS FOR ACTION**

**Payment & Contract Approval Requests – Board**

**Supplemental Water Supply Study Phase II:**

**Motion** by Mr. Morrison second by Mr. Schock to pay invoice #20, a progress payment in the amount of \$27,318.19 to Maguire Group for the Supplemental Water Supply Study. The vote in favor was unanimous. The motion carried.

### **Big River Management Area:**

**Motion** by Mr. Schock second by Mr. Morrison to pay Invoice #097-000063332 in the amount of \$1,165.43 to Allied Waste Services for costs associated with the BRMA clean up and earth day activities. The vote in favor was unanimous. The motion carried.

### **Information Technology Systems Program:**

**Motion** by Mr. Schock second by Mr. Morrison to pay NetCenergy, LLC \$1,395.94 for costs associated with moving (packing & unpacking of 12 desktop PCs, printers, etc.). The vote in favor was unanimous. The motion carried.

### **Administrative Expenses – Board Audits:**

**Motion** by Mr. Schock second by Mr. Morrison to accept the four completed water supplier audits (North Smithfield, Newport, Bristol County, and Kent County) and to pay B & E Consulting, LLC \$10,000. The vote in favor was unanimous and the motion carried.

#### Discussion

Mr. Bebyn, B&E Consulting presented the audits to the Finance Committee and reviewed the findings.

**Motion** by Mr. Morrison second by Mr. Schock to pay \$7,500 for the three audits in progress upon submission and review and approval by staff and the Finance Committee in a meeting to be scheduled prior to the end of the fiscal year. The vote in favor was unanimous and the motion carried.

### **RI Groundwater Investigations/Acquisitions Program:**

**Motion** by Mr. Penn second by Mr. Morrison to pay DEM \$2,450.74 for Land Appraisal Consulting Services from 10/15/06 – 04/28/07. The vote was six in favor with Ms. Good abstaining. The motion carried.

#### Discussion

Ms. Crawley noted that the general obligation bond funds are housed at DEM and that the transfer has already occurred prior to the receipt of the invoice. She also noted that payments over \$1,000 require board approval and that she had alerted the DEM financial staff upon receipt of the invoice

### **Payment & Contract Approval Requests – Board Corporate**

### **RI Public Drinking Water Protection Program - Phase III:**

Motion by Mr. Morrison second by Mr. Schock to table approval of the RIWRB/RIDEM Cooperative Agreement as recommended by the Finance Committee. The vote was in favor was unanimous and the motion carried.

#### Discussion

The committee sought clarification and additional information on the following:

- DEM is increasing the overhead charge from 9.73% to 16% - a 64% increase.

- The Finance Committee has asked for detailed invoices as a condition of payment approval and would ask that this be a condition of the renewal.
- The original agreement (1994) established a cap of \$15,000 for services but does not say whether the cap is on an annual basis or a cumulative basis. The committee also felt that the cap should be reviewed in terms of current dollars not 1994 dollars. Mr. Penn stated that by tabling the motion, they would like to have staff work with DEM to resolve the

**Motion** by Mr. Schock second by Mr. Morrison to approve payment to DEM in the amount of \$3,017.00 for legal and appraisal review services rendered to the WRB, Watershed Protection Bond Fund Program from 10/15/06 – 03/06/07 subject to receipt of a detailed invoice to be reviewed by staff. The vote in favor was unanimous and the motion carried.

**Motion** by Mr. Schock second by Mr. Morrison to approve payment to DEM in the amount of \$1,632.80 for legal services rendered to the WRB, Groundwater Investigation/Acquisition Program from 03/04/07 – 04/28/07 subject to the receipt of a detailed invoice to be reviewed by staff. The vote in favor was unanimous and the motion carried.

**Motion** by Mr. Morrison second by Mr. Schock to pay the annual fee in the amount of \$1,250.00 to the Bank of New York as trustee, registrar and paying agent for the Public Drinking Water Protection Revenue Bond, Series 2002. The vote in favor was unanimous and the motion carried.

#### **Administrative Expenses - Chief Financial Officer Assistance:**

**Motion** by Mr. Schock second by Mr. Morrison to pay Invoice # 392 in the amount of \$437.50 to B&E Consulting, LLC for preparation of the Chief Financial Officer's Report. The vote in favor was unanimous and the motion carried.

#### **Office Operating Expenses:**

**Motion** by Mr. Morrison second by Mr. Schock to pay Konica Office Products for copier service agreement (Monthly Lease) rendered from May 1, 2007 through May 31, 2007 \$211.20 from the Water Resources Board (60%) and \$140.80 from the Water Resources Board Corporate for a total of \$352.00. The vote in favor was unanimous and the motion carried.

#### **DISCUSSION AND ADJOURNMENT**

The committee briefly reviewed the RI Public Drinking Water Protection Program-Phase III Update noting that the balance of funds had been discussed during the review of the Chief Financial Officer's Report.

The committee adjourned at 11:50 pm.

Respectfully Submitted,

Kathleen Crawley  
Staff Director