



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

Justice William E. Powers Building, Third Floor
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Providence, RI 02908
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**FINANCE COMMITTEE MINUTES
Tuesday, March 11, 2008**

Members Present:

William Penn, Committee Chair
William Parsons
Jesse M. Rodrigues, Jr.
Ian Morrison

Members Absent:

Staff Present:

Juan Mariscal, P.E.
Kathleen Crawley

Guests Present:

Call to Order

With Mr. Parsons, Mr. Rodrigues and Chairman Penn present and constituting a quorum, Chairman Penn called the meeting to order at 11:20 AM.

Approval of Minutes

Motion by Mr. Parsons, second by Mr. Rodrigues to approve the meeting minutes of February 12, 2008. The vote in favor was unanimous and the motion carried.

Reports

Chief Business Officer's Report

Motion by Mr. Rodrigues, second by Mr. Parsons to approve the Chief Business Officer's Report for January 2008. The vote in favor was unanimous and the motion carried.

Discussion

Mr. Penn noted that the report reflects the Governor's recommended budget. Ms. Crawley reviewed remaining funds noting that:

- o the large insurance premium had not yet been paid;
- o water supplier audits are underway but not completed/invoiced;
- o funds remain for the Big River Ecology –the proposal is on the Board's agenda;
- o The Exeter-West Greenwich PILOT to reimburse the Town for the two students that live in BRMA-staff has requested but not yet received the calculation for payment;
- o There are invoices pending and on the agenda for BRMA RICAP funds

Mr. Penn asked whether the remaining 1.2 M will be expended by the end of the year. Ms. Crawley stated that there are funds in the Water Allocation Plan that we are not sure will be expended, notably the RFP/Q for BRMA groundwater wells (\$130,000 budgeted for FY 08). That project will be more likely to be a FY08- FY10 project at this point. Any unexpended funds are a reflection of timing and staffing issues. There was also a brief discussion of revenue and collections as the committee reviewed the month to date and year to date figures.

Chief Financial Officer's Report

Motion by Mr. Rodrigues, second by Mr. Parsons to approve the Chief Financial Officer's Reports for January 2008. The vote in favor was unanimous and the motion carried.

Discussion

Mr. Penn asked about the status of closing out the Phase III program, consistent with the February Board vote. Ms. Crawley stated that she had sent Bond Counsel an email but had not yet heard back. She stated that she would follow up. Mr. Parsons noted that the CFO report still lists RIEDC instead of QDC. Ms. Crawley stated that she had taken care of this with the Bank and would mention it to Mr. Bebyn for the next CFO report.

Mr. Morrison arrived at 11:30 AM and was present for subsequent votes.

Items for Action:

Board Payment & Contract Approval Requests

Big River Management Area:

Motion by Mr. Rodrigues, second by Mr. Parsons to reimburse Greenwich Village school for lead mitigation costs totaling \$5,650.00. The vote in favor was unanimous and the motion carried.

Discussion

There was general discussion and questions about the liability of the Board regarding lead paint, the timing of the repairs and the Nursery School students. Ms. Crawley stated that when the law changed the Board worked with the state to conduct lead inspections and that Mr. Mendes could provide more detailed information as needed.

Motion by Mr. Rodrigues, second by Mr. Parsons to pay the RI State Department of Corrections \$8,250.00 for the BRMA Spring Cleanup. The vote in favor was unanimous and the motion carried.

Motion by Mr. Rodrigues, second by Mr. Parsons to pay RI DEM Division of Law Enforcement \$13,600.00 for Fiscal 07 and 08 BRMA Security Patrols. The vote in favor was unanimous and the motion carried.

Motion by Mr. Rodrigues, second by Mr. Parsons to pay Allied Waste Services for the Procurement of thirty yard roll-off dumpsters for BRMA Earth Day Debris Removal not to exceed \$2,500.00. The vote in favor was unanimous and the motion carried.

Discussion

Mr. Penn suggested and committee members agreed, that the Board should formally recognize the volunteers and their efforts.

Motion by Mr. Rodrigues, second by Mr. Parsons to pay \$4,033.80 to the Town of Coventry for the annual Payment in Lieu of Taxes for Coventry Pines Golf Course. The vote in favor was unanimous and the motion carried.

Motion by Mr. Rodrigues, second by Mr. Parsons to pay Maguire Group Invoice #22 in the amount of \$18,984.05 and Invoice #23 in the amount of \$2,131.60 for costs associated with the Phase II Supplemental Water Supply Study. The vote in favor was unanimous and the motion carried.

Discussion

Ms. Crawley reviewed and explained the two payment requests, the project scope and budget by task. Mr. Penn requested written memos with future payment requests.

Bristol County Water Supply Program:

Members accepted the BCWA Water System Improvements RFQ/P for information and took no action.

Board Corporate Payment & Contract Approval Requests

Administrative Expenses - Chief Financial Officer Assistance:

Motion by Mr. Rodrigues, second by Mr. Parsons to pay \$281.25 to B & E Consulting, LLC, Invoice # 511 for February CFO Report Preparation for a total \$375.00, with the balance to be paid by Providence Water Supply Board for costs associated with the Providence Fund.

Board/Board Corporate:

Mr. Penn summarized the Governor's Recommended Budget and the proposed merger with RIDEM for FY2009. Ms. Crawley outlined the proposed staffing. Mr. Penn noted that the Board would become advisory to the RIDEM Director. The committee deferred the item to the Board and took no action.

Office Operating Expenses – Board/Board Corporate:

Motion by Mr. Rodrigues, second by Mr. Walker to pay Konica Office Products for copier service agreement (Monthly Service/Supply) rendered from 03/01/08 through 03/31/08 \$211.20 from Water Resources Board and \$140.80 from the Water Resources Board Corporate. The vote in favor was unanimous and the motion carried.

Items for Discussion

Other Business and Adjournment

With no other business to come before the committee, there was a **Motion** by Mr. Rodrigues, second by Mr. Morrison to adjourn. The vote in favor was unanimous and the motion carried.

Respectfully Submitted,

Kathleen Crawley
Staff Director