

The regular monthly meeting of the Administrative Board was held May 12, 2014, with all members present. The Superintendent was also present.

The Moderator called the meeting to order at 7:00 P.M.

Richard Chiodini – Priority Projects

1. Submitted monthly project budget report for April 2014. Engineering and design = \$1,385.00; Harbor Controls = \$3,129.00; Amstar = \$303,009.00. Total = \$307,523.00. Mr. Bento made a motion, seconded by Mr. Byrne, to approve the budget report. So voted.

2. Submitted invoice for design services for the hydrostatic model for \$1,275.00. Mr. Corr made a motion, seconded by Mr. Hussey, to approve. So voted.

3. Utility Service Group (Merithew) submitted an inspection report for the 1.0 million gallon standpipe. The estimated cost for pit welding, seam welding, and filler is \$58,000.00. The firm cost for painting is \$242,748.00. Mr. Chiodini will analyze the cost structure and seek an independent estimate from another contractor. He will also talk to Merithew regarding use of a diver to inspect the tank.

The Superintendent's report was approved.

The monthly bills were approved for payment with the exception of the duplicate Burns Tools bill of \$34.23.

Business Items:

- 1. The SBFD .5 million gallon tank passed the volume and bacteria testing and returned to service on 5/7/14. Fred Wise will put the roll seal valve back to altitude mode in the near future.**
- 2. Completed reading District meters.**
- 3. Buoys were placed around the intake pipes on Stafford Pond to keep boats out.**
- 4. D&L Plumbing installed 6 feet of 6 inch schedule 80 piping on the backwash line due to crack in pipe.**
- 5. Began feeding powdered activated carbon for taste and odor control.**
- 6. Working with ASRWVA to develop an emergency response plan for the SBFD system.**
- 7. Stafford Pond had a minor fish kill in mid April.**
- 8. Raw water quality is good.**
- 9. Scott Mulcahy is scheduled to return to work on 5/19/14.**

The minutes of the regular meeting on 4/14/14 were approved.

The Treasurer's report for March 2014 was approved. There is no April profit and loss report because the District auditor is reviewing the books.

- Application and supporting documentation was submitted to USDA for an additional \$250,000.00 to restore funding to the meter purchase and installation project. The required advertisement of the request will be in the FR Herald News on 5/14/14.

- A quote was received for two Windows 7 workstations to replace the

Superintendent and Treasurer's Windows XP towers. The quote, including labor and software = \$1,685.00. Mr. Hussey made a motion, seconded by Mr. Corr, to approve the purchase. So voted.

- The first draft of the 2014/2015 fiscal year budget has been sent to the Superintendent for review.

- Presented projections for water rates and revenues.

The Tax Collector's report was approved.

Correspondence: Letter dated 4/17/14 to USDA requesting approval of priority projects items.

Old business: None to report

New Business: The annual meeting will be held June 10, 2014.

Date of the next regular meeting: June 2, 2014

The meeting adjourned at 8:37 P.M.

Respectfully submitted,

Peter M. Forrest, Clerk