

**The regular monthly meeting of the Administrative Board was held January 11, 2016, with all members present except Mr. Corr. The Superintendent was also present.**

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

**Richard Chiodini – Priority Projects (Teleconference with Mr. Chiodini)**

- 1. Contract 4a/4b – Meters – Meter suppliers do not provide billing software. It will be purchased separately and added to the USDA project via change order. Mr. Chiodini is working with Lois to identify appropriate software; a product demonstration is being arranged.**
- 2. USDA monthly financial form and invoices - Mr. Hussey made a motion, seconded by Mr. Mello, to approve payment of Engineering invoice 37 in the amount of \$887.15. So voted.**

**The Superintendent's report was approved.**

**(Mr. Corr arrived at the meeting.)**

**The monthly bills were approved for payment.**

**Business Items – Superintendent**

- 1. Several repairs were made to 229 Riverside Drive; the saddle had rotted off of the main.**
- 2. A fish mouth on Bulgarmarsh Road was repaired on 1/9/16.**
- 3. The semi-annual plant maintenance program has begun.**
- 4. The Tiverton Wastewater Commission has finished drilling on**

**Riverside Drive for now.**

**5. Sodium sampling of Stafford Pond will take place in January, February, and March.**

**6. Richard Chiodini is researching billing software options for the drive-by meter-reading system.**

**7. Raw water quality is good.**

**The minutes of the regular meeting on 12/14/15 were approved as amended with the correct meeting date.**

**The Treasurer's report was approved.**

**The Tax Collector's report was approved.**

**Correspondence:**

**1. Letter dated 1/8/16 to Attorney Joe Pezza of Rodio & Ursillo informing him of the Board's approval of the firm as attorneys for the District.**

**2. Mr. Hussey read a letter and resolutions for approval from Security Benefits regarding amendments to employee pension plans, 401(a) and 457(b). Mr. Bento made a motion, seconded by Mr. Hussey, to adopt the resolutions. So voted.**

**3. The Treasurer presented a lease for the District office from Mr. Stanek for three years at \$875/month with either an annual 3% increase or an increase by the increase in the town tax rate, whichever is higher. Mr. Corr made a motion, seconded by Mr. Bento,**

**to accept the lease. So voted.**

**Old business:**

- 1. Old Ranger School – Mr. Pagliarini has not yet responded to the District regarding the purchase of District property**
- 2. Tiverton Wastewater Commission – The Clerk will forward a letter to TWCC regarding the shut-off policy.**

**New Business:**

- 1. Mr. Corr reported on the possibility of reducing the cost of propane at the water treatment plant. After discussion, the Board agreed that Mr. Corr should contact Phil's Propane to negotiate a new price.**
- 2. Mr. Hussey will prepare wording for legislation to amend the District Act to change the date of the annual meeting, and the Clerk will provide the wording for changes to the meeting notice requirements, both for discussion at the next regular meeting. Voters at the District's annual meeting on June 9, 2015, approved both amendments.**

**Date of the next regular meeting: February 8, 2016**

**The meeting adjourned at 8:32 P.M.**

**Respectfully submitted,**

**Peter M. Forrest, Clerk**