

The regular monthly meeting of the Administrative Board was held February 11, 2016, with all members present except Mr. Byrne. The Superintendent was also absent.

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 – After discussion with Mr. Chiodini, Mr. Bento made a motion, seconded by Mr. Hussey, to revise contract 4a to include the purchase of software and training for \$3,500.00 which will be incorporated into the meter bid proposal and contract. So voted.

2. Owner-Engineer Agreement – After discussion, Mr. Bento made a motion, seconded by Mr. Corr, to approve Amendment No. 8 to the Agreement, an increase of \$5,000.00. So voted.

3. USDA monthly financial form and invoices - Mr. Forrest made a motion, seconded by Mr. Bento, to approve payment of Engineering invoice 38 in the amount of \$1,312.50. So voted. Mr. Mello made a motion, seconded by Mr. Bento, to approve Utility Service invoice 37944 in the amount of \$8,002.50. So voted. Mr. Hussey made a motion, seconded by Mr. Bento, to approve USDA monthly program invoice form 26. So voted.

The Superintendent's report was approved.

The monthly bills were approved for payment.

Business Items – Superintendent was absent.

The minutes of the regular meeting on 1/11/16 were approved.

The Treasurer’s report was approved. The Treasurer reported on a conference with the USDA regarding an on-line application process for loans.

The Tax Collector’s report was approved.

Correspondence: None

Old business: Amendments to District Act: Change annual meeting date to second week in July and update meeting posting requirements. Mr. Bento made a motion, seconded by Mr. Corr, to approve the changes. So voted. Mr. Bento made a motion for an additional change in the last line of Section 3 from “any” to “the annual” meeting. Mr. Corr seconded the motion. So voted.

New Business: None

Date of the next regular meeting: March 14, 2016

The meeting adjourned at 8:42 P.M.

Respectfully submitted,

Peter M. Forrest, Clerk