

**The regular monthly meeting of the Administrative Board was held September 12, 2016, with all members present. The Superintendent was absent.**

**The Moderator called the meeting to order at 7:05 P.M.**

### **Richard Chiodini – Priority Projects**

**1. Contracts 4a – Meter procurement, and 4b – Meter replacements: Signed contracts were sent to USDA for approval and authorization to hold preconstruction conferences.**

**2. Hydraulic model: The model has been completed and transmitted to the Superintendent with data files on a USB drive. A 36 in. by 48 in. mounted and framed map was delivered to the plant and paper copies given to the Board. Hydrant H-116 was modeled for system stress. The interconnection with NTFD at Sakonnet Ridge was modeled and the results reviewed with the Board. The Board will consider purchasing the model simulation program (\$3,500) to model other scenarios. Training will be required to manipulate the program.**

### **3. USDA financial form and invoices for payment**

**- Mr. Forrest made a motion, seconded by Mr. Bento, to approve USDA form 33 and Engineering invoice 45 for \$877.80. So voted. Mr. Corr made a motion, seconded by Mr. Byrne, to approve invoice M9 for \$6,000 for the hydraulic model. So voted.**

**4. Mr. Chiodini will be moving to Hawaii as of 9/16/16. He will continue to process**

**administrative requirements for the current USDA project and attend**

**monthly Sbfd meetings via phone or face time connection. He will transmit documents to the District via US Post priority mail.**

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

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

#### **Business Items – Superintendent**

- 1. Stafford Pond was treated on 9/9/16 with copper sulfate due to increasing algae.**
- 2. Civil Engineering Concepts submitted a bid of \$7,400 for the water supply management plan update.**
- 3. The three-year lead and copper sampling was performed; awaiting results.**
- 4. PWFD river crossing is still down for repairs.**
- 5. The meter at Quintal Drive was down again. The main circuit board and batteries were replaced, and it is now working.**
- 6. The RIPDES permit is in the public notice phase.**
- 7. New employee Mike Hayes will be taking his operator certification test in November.**

**The minutes of the regular meeting on 8/15/16 were approved.**

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

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

**Correspondence:**

**1. Letter dated 8/26/16 from the USDA concurring with the District's award of contract 4a to Stiles Co. and 4b to Water Management Services.**

**2. Letter dated 8/24/16 from Dr. Patricia Sosci of Lifespan Physician Group requesting a waiver of fees owed to the District by John Travers due to medical circumstances. Mr. Bento made a motion, seconded by Mr. Byrne, to take no action at this time. So voted.**

**Old business: New office space – The Board continued its discussion of rental properties at Stone Bridge Commons and the Cincotta building at 1334 Main Road and the purchase of land to build an office.**

**New Business: There was a discussion regarding the upcoming ADA compliance review at the District office on 9/16/16.**

**Date of the next regular meeting: October 17, 2016**

**The meeting adjourned at 8:40 P.M.**

**Respectfully submitted,**

**Peter M. Forrest, Clerk**