

**Prudence Island Water District
Minutes of meeting held January 8th, 2011**

Call to Order

Meeting was called to order at 1 p.m. Present were David Buffum, moderator, Philip Brooks, board member, Leo Perrotta, Clerk and William Capron, system manager. Absent were Patricia Richard, treasurer, Richard Brooks and Robert Hanson board members.

Approval of minutes

P. Brooks made a motion to approve the minutes of November 13th 2010.

L. Perrotta seconded, the motion passed unanimously.

Vote approved.

Administrative

Treasury / Purchasing/Customer accounts/Customer waiting list/billing

Current balances are: BOA \$21029.98, Citizens Bank \$47753.55

Undeposited \$14,122.93. (deposit to be made this week).

Bills went out on time, money coming in. Billing included required notice of violation, which has been certified and sent to Dep't of Health.

Filed IRS 941 for 4th qtr 2010 and filed and paid TX-17 RI Employer tax for 4th qtr 2010.

Did federal monthly payment online

W2s and 1099s to be done this weekend

Letter of understanding with PIVFD re: Greer tank hookup

D. Buffum distributed a revised copy of the letter of understanding, which incorporated a new change to include wording of consultation and inspection by PIVFD on the various aspects of the tasks at hand.

P. Brooks made a motion to accept the revised edition, L. Perrotta seconded, vote passed unanimously.

Discussion/clarification/vote on bylaw for waiting list (B Application for Service,#9)

Section B Applications for Service

9. Waiting list (adopted 1/8/11) Persons wishing to be put on the waiting list for service may do so by sending an e-mail or written request through the U.S.Postal Service to the Board. Position on the list will be determined by the postmark on the request. Requests with the same postmark date will be randomly drawn to determine position on the list. This waiting list position is for a specific lot and the person making the application. It is non-transferable except when the property is transferred within a family. Acceptance of a request does not guarantee water service will be provided, within a specified timeframe, and in no way obligates the PIWD to extend its mains in order to provide service to premises under consideration. The Board at its discretion will add service connections to the system when it feels the system can handle such additions. When an applicant's position on the list is approved by the Board to be added to the system, the applicant will be given written notice through the U.S.Postal Service of this availability for service, along with a consumers copy of the bylaws. The applicant will be given thirty (30) days to respond to this offer by sending in writing an acceptance letter and signed signature page from the Bylaws agreeing to the terms for water service. Failure to respond within thirty (30) days will result in losing your position on the list.

P. Brooks made a motion to accept the bylaw with a spelling correction. L. Perrotta seconded, vote passed unanimously.

Discussion of clarification and vote on bylaw B Application for service # 4.

Section B Applications for Service

4. Applications for new service connections shall be made in writing to the PIWD Operations Manager and accepted subject to Board approval and the availability of an existing main in a street or right-of-way abutting on the premises to be served. These bylaws in no way obligate the PIWD to extend its mains in order to provide service to premises under consideration. (revised 1/8/11)

L. Perrotta made a motion to accept the bylaw revision, P Brooks seconded, vote passed unanimously.

2011 Meeting Schedule

P. Brooks made a motion to accept the schedule, L. Perrotta seconded, vote passed unanimously.

Technical

System Managers report.

W. Capron presented a pumping comparison from last year to this year.

Even with the record heat this summer and extensive system flushing our yearly usage was less than 2009.

(7,669,180 -2010, 7,723,770-2009). This would indicate less leakage in the system, (a welcome sign).

W. Capron handed out information from the Department of Health on new water sources and treatment and storage facilities.

Raked leaves at all installations, and also shoveled snow at all installations.

Water samples for December absent for bacteria.

Received resource and management guides from P. Richard from Atlantic States Rural Water and Wastewater Association.

Customer at 02 Brown Lane. needed to have water shut off due to a leak on their property.

Jet pump for Broadway pumphouse was rebuilt by Industrial Pump. We now have a backup pump for the old style pump if it fails.

Partially flushed system from Pier Rd. to Warnerville, and also on Governor Paine Rd.

Took quarterly samples for the Prudence Park Association water company.

The Number one well was drilled in October 1994 and put into service second half of 1995. Santos Brothers Plumbing were to replace an O ring on the pitless adapter, but that type (leather) O ring is no longer available or to code. A new O ring that is to code won't fit that adapter, so a new adapter will need to be installed. Well pipe and pump pulled for replacement of adapter. Pump has a pvc sleeve over it (to act as a screen ?)and is clogged. Holes were also drilled in the bottom of the sleeve to increase flow thus making the sleeve ineffectual, it won't be replaced when the pump is reinstalled. Pump is 175 ft. down from the pitless adapter.

Did some testing on the well. Depth at rest 15.4 ft., Depth after 5 Minutes 47.6ft., Depth after 10 minutes 58.2 ft.,

At that depth a small amount of water could be heard entering the well. Depth after 15 minutes 61.5ft., Depth at 20 minutes 61.6ft. . After 27 minutes could hear water flowing into the well, and depth remained at 61.6 ft.

Got a letter from DOH regarding the project priority list, regarding updates. Board would like to remove distribution line project from the PPL. This was the line put in on Narragansett Ave.

Board would like to move the start date for the treatment building from 2011 to 2017.

Broadway water reservoir replacement project. We still have a need for a tank to replace the Broadway tank. W Capron would like to install a vertical tank that is high enough so that Big Blue can be full and not overflow the Broadway tank.(approximately 20,000 gal). The old pad could probably be broken up "in house" with the use of rented equipment. If the Reserve has no need for the old tank removal will have to go out for proposal or bid. This will be discussed again at a later time.

W. Capron provided the board some cost information on the survey and consultation work done while developing the new well sites, 1,2 and 4 for informational purposes. He also handed out information from the Urish report in regards to potential well site development.

Due to our uncertainty on the number one well The Board would like to discuss the start date for the Well Project until further information on our well is available. However since the start date for the Transmission Line Project was placed ahead of the Well Project we will adjust those date to make sense. These two items to be discussed at a later time.

Other

Well levels had risen about 1ft.and stream flow was low. New readings to be done next weekend.

New Business

Correspondence

Got a letter from our lawyer (Sandra Mack she is changing law firms as of the first of the year.

She can still represent us, but needs to have us fill out a form from her previous law firm instructing us to release all documents to her. D. Buffum asked P. Richard to please forward the completed form, so we can still have Sandra as our lawyer. The Board agreed that she has done a great job for us in the past and it is in our best interest to continue to use her as our lawyer.

Other - Nothing

P. Brooks made a motion to adjourn, L. Perrotta seconded, vote passed unanimously.

Meeting adjourned at 2:06 pm