

Prudence Island Water District
Minutes of meeting: February 9, 2008

Meeting was called to order at 1:00 p.m. Present were David Buffum, moderator; Patricia Richard, clerk; Robert Hanson, and Phillip Brooks. Absent was Richard Brooks.

Approval of minutes: Motion by Phillip Brooks to approve the minutes of January 12, 2008, seconded by Mr. Hanson, approved unanimously.

Administrative: Operations Budget. Ms. Richard presented the board with a proposed operations budget to begin planning for operations takeover. Several gaps in planning, maintenance/repair budgeting and day laborers discussed. Discussion of operations manager and assistant salaries and clerical help. Discussion of lab testing costs. Discussion of methods to boost revenue. Board members to review budget and look for errors and omissions.

Technical: Phillip Brooks reported that wells are recovering from 2007 drought. He said that the rapid rate of recovery demonstrates that the aquifer is small.

Correspondence: none

Other business: Facilities manager advertising. Phil Brooks presented the board with qualifications for ideal facilities manager. Discussion of specific duties of facilities manager. Discussion of metering and billing procedures and its relation to controlling water use. Phil Brooks said that he would like facilities manager to take over monitoring duties. Mr. Hanson said that a facilities manager cannot be found at the budgeted figure. Discussion of best places to advertise for facilities manager. Ms. Richard to get rate cards of local papers.

Meeting adjourned to executive session at 1:45 p.m.

Patricia Richard, Clerk