

Prudence Island Water District

Minutes of meeting: February 28, 2009

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

Approval of minutes of meeting for February 14, 2009: Motion to approve minutes of the meeting by Mr. Buffum, seconded by Mr. Hanson, approved unanimously.

Purchasing/treasury

Ms. Richard said that she had not had access to the district office for several days and was working from memory, so approximations would be offered instead of exact numbers. Ms. Richard said that she had corrected the 2008 RI employers tax and paid approximately \$500. RICWFA debt service paid, approximately \$700.

Ms Richard reported having purchased software for district computer: Quickbooks Pro 2009, Quickbooks Basic Payroll, Intuit web software and credit card combo, \$100. Also purchased envelopes for annual statement mailing and high-visibility paper for notice postings; hasn't been billed yet.

Customer accounts:

Ms. Richard reported having received approximately \$3700 in payments since second billing went out. Deposit to be done in the coming week.

Bylaws:

Mr. Buffum presented board with revised operational bylaws. Deleted section D metering, and Section G fire service. Previously adopted sections to be renumbered. Ms. Richard referred to Section I regarding returned checks and said a \$5 fee was too low. Mr. Buffum said that the fee did not include bank fees. Mr. Brooks said Bristol charges \$25. Mr. Buffum asked if \$15 plus bank charges was reasonable; no objection from the board. Section D-5 regarding vacancy of property, Ms. Richard suggested that because the district had a large seasonal population, the term vacancy might not apply. Mr. Brooks said the term abandoned might be more appropriate. Ms. Richard said that the section regarding notice of shutoff should include a provision for immediate shutoff in emergency situations. Section 7 makes reference to fire hydrants, should be deleted. Section 10 contains reference to fire service, should be deleted. Mr. Brooks said that Section C service connection bylaws should include a requirement for pressure vacuum breakers. Said it would probably meet state requirement for cross-contamination protection and would be adequate to protect system from attachments on outside faucets and hoses for fertilizing, etc. Ms. Richard asked Mr. Buffum to forward a digital copy of corrected bylaws to be posted to web site and properly noticed for a vote. Discussion of requirements for vote on bylaws. Mr. Hanson said that vote should be tabled until March 28th meeting because of large social gathering on the island to be held on March 14th, probably can't field a quorum for that meeting.

Systems manager's report:

Mr. Capron now fully certified as Class D1 operator. Would like to get actual certificate; DOH no longer issues them, can get online.

Distribution water samples for bacteria taken. Ms. Richard noted that she wasn't invoiced for previous month's lab work.

List of dysfunctional valves, hydrants and discussion of priority for remediation of same.

Price list for parts from Seekonk Supply; even with tax cheaper than other suppliers. They have outlet in Providence. Ms. Richard said if delivery taken in Rhode Island, no tax. Ms. Richard will call them about credit application. Can't find Mueller valves; Ms. Richard said that she would find local distributor.

Leak on customer property in driveway, Ms. Richard will inform customer that water has been shut off.

Rusty water on Fairview Ave; flushed residence; need to flush system soon.

Sampling for fluoride, salinity and total coliform in March. Need to get DeWitt (Bristol Colony) well running. Pulled pump, bench tested at IPS and found to be operational, possible wiring problem at well; wrong voltage. John Cubellis gave estimate for rewiring DeWitt well \$360, Indian Springs pumphouse \$195. The board gave approval for the electrical work to be done.

DeWitt well pit needs to be rebuilt. Ms. Richard speculated that infrastructure improvement money might be available; also need to address emergency water storage. She reminded board members that the project priority requests for SDWRF is due at the end of March and encouraged them to be thinking about what projects might be put on the PPL. Discussed evaluation of Greer and Broadway tanks for suitability as emergency storage.

Mr Hanson asked if the main breaker at Indian Springs had been properly labeled. Mr. Capron said it had.

New Business:

Correspondence: Ladder diagrams for Indian Springs pumphouse

Other: no other business

Motion to adjourn by Mr. Buffum, seconded by Ms. Richard, approved unanimously. Meeting adjourned 2:40 p.m.

Patricia Richard, Clerk