

Prudence Island Water District  
Minutes of meeting: October 1, 2005

1. Meeting was called to order at 1:00 p.m. Present were David Buffum, moderator; Patricia Richard, clerk; Richard Brooks, Phillip Brooks, and Robert Hanson.
2. Approval of minutes September 17, 2005. Motion to approve by Richard Brooks, seconded by Phillip Brooks, approved unanimously.
- 3a. Bylaws. Ms Richard reported completing the revisions for Section I, Administrative bylaws. She said that the revisions had not yet been approved by general counsel, therefore had not been released for public comment. Hope Fitton asked if the bylaws would be released to the community at large. Ms. Richard said that they would be available shortly.

3bI. Administrative goals.

Ms. Richard said that she had sent a letter to general counsel stating the board's agreement with the terms discussed at the board meeting held on Sept. 17, 2005. She said that the terms had not been agreed to in writing, and that no invoice had yet been issued for services rendered by general counsel.

Ms. Richard said that she had checked in with RI Risk Mgt. Trust about bonding and that there was a description of crime and employee liability coverage of \$200,000 per occurrence. She said that she would check with the Trust to make sure it applied to the board and officers.

Ms. Richard reported that the fiscal year for 2005 was officially closed and presented the board with a transaction report for checking and savings accounts.

Ms. Richard said that she was working on the 2006 budget based on expenditures from the 2005 fiscal year. Ms. Fitton asked if the district's financial information was available to the public. Ms. Richard said that all district electors will receive an annual report as mandated by the charter.

Ms. Fitton asked how engineering services were to be paid. Ms. Richard explained the parameters of the USDA pre-development grant. Mr. Richard Brooks explained that the engineering surveys were necessary for USDA funding of any system improvements.

3bII. Technical. Land use meeting – Mr. Richard Brooks reported that a meeting had been scheduled for October 6, 2005 at the Town Hall in Portsmouth. He called the board's attention to an email giving background information about DEM's involvement with drinking water issues on the island. Ms. Richard said that the statement in the email about the army well being on DEM property is incorrect. Richard Brooks said that he had received an email from Robert Marshall saying that the Conservancy owned the property. Phillip Brooks volunteered to attend the meeting in Portsmouth along with Richard Brooks and Robert Hanson.

Phillip Brooks reported that Bristol County Water Authority was phasing out some low-flow meters and said the district should send them a letter asking if it would be possible to acquire them. He said they were in good condition and would make a good start toward a metering program for the district. He said that if Bristol agreed, he could begin acquiring the meters as they were taken out of service. He said that he could store them temporarily in his cellar. Ms. Richard asked if meters could be installed that would monitor sections of the system for leakage control. Phillip Brooks said larger meters than the low-flow would be required but that it was feasible to start such a program. Ms. Richard said that she would compose a letter to the Bristol County Water Authority and distribute it to the board for approval. She said that she would approach the town about a possible storage location. Mr. Hanson said that PIUC should be approached about storing the meters at their facility.

Phillip Brooks brought several NEWWA publications describing slow and filter technology. Ms. Richard said that she would scan the information and send it to members of the board. Phillip Brooks suggested that the board look at the references and consider if such a system would be a viable option. He said that the technology was attractive because no special skills were required to operate it and waste disposal would not be as problematic as some other methods of treatment.

3c. Funding. Ms. Richard said that she had attempted to contact Rep. Gallison about meeting with Sandra Mack about sources of funding at the state level and had received no reply. She said that she would write Rep. Gallison a formal letter.

4a. Correspondence. AWWA and NEWWA publications.

4b. Richard Brooks informed the board that he was going south for the winter and that this would be his last meeting for awhile. The board expressed its gratitude to Mr. Brooks for his contributions and encouraged him to stay in touch with the board and to continue to participate.

5. Mr. Buffum moved for adjournment to executive session, seconded by Richard Brooks, approved unanimously. The meeting adjourned at 2:00 p.m.

Patricia Richard  
Clerk