

**Prudence Island Water District
Meeting Minutes
November 14, 2009**

Call to Order

Moderator Dave Buffum called the meeting to order at 1:00PM.

Members Present: Patricia Richard, Treasurer, Phillip Brooks, Dave Buffum, Moderator Leo Perrotta, Clerk. Also present Will Capron – System Administrator. A quorum was present. Absent – Ricky Brooks.

Approval of Minutes

Upon a motion made by Phil Brooks and seconded by Dave Buffum, the minutes of the October 3, 2009 meeting were unanimously approved.

Administrative

Treasurers Report

Patricia Richard presented the Treasurer's Report. October was a light month for expenses. Reported that there are \$50,715.28 in operational funds remaining. After subtracting out the opening balance equity funds, we are left with \$18,015.28 of which means we could spend at a pace of \$2,500.00 per week for the remainder of year. Based on this, there is a distinct possibility that the District could end the year in the black.

Bill for insurance was finally received and paid \$1,972.00 for the year for property and liability insurance. Joe Enos the Payroll Auditor contracted by The Interlocal Management Trust audited the District by remote. The trust's payroll auditor is contacting PIUC for additional payroll information.

Customer Accounts/Billing

Invoices have been generated and are ready to go out on the scheduled date.

Received an email from a customer on Pear Tree Lane in response to the Water Quality Survey. Customer complained of rusty water and suggested we do treatment for iron and manganese. Discussion ensued about the frequency the customer is on island using the water, as well as contacting the customer.

There is a short list of people who are recommended for shut-off, due to non-payment (4).

A brief discussion ensued about whether the customers could be readily shut-off and if there were any issues or concerns relating to shutting off the customers. It was agreed upon by all members that the process of shutting off water should be carried out before the next billing. All customers were given ample warning in writing.

District Policy for Cross-Contamination Control Plan

Dave Buffum presented Part 3 of the Cross-Contamination Plan. After a brief review and discussion by the members, the plan was approved unanimously upon a motion by Dave Buffum and seconded by Phil Brooks.

Parts 4-8 were also presented and they will taken up for a vote at the next scheduled board meeting.

Parts 9-10 were also presented for review and comment. A discussion ensued on Part 5 concerning the language “copies of permits” for a backflow preventer. Phil Brooks noted that no permit is required, but they need to be tested annually and a copy of the registration #. Discussion ensued on requirements when someone has a private well and is tied into the Public system and the requirements for protecting the Public system.

After review it was suggested that the language copies of permits be eliminated from that section of plan.

Technical

System Managers Report

Will Capron presented the System Managers Report for October and November

10/14 Monthly bacterial samples taken – absent of bacteria

10/17 Repaired major leak on Raphael Ave. in Warnerville

10/19 Started and let run emergency generator at Broadway pumphouse

10/20 Started and let run emergency generator at Indian Spring pumphouse

Made up estimate for Mancini Job (Homestead Ave. extension line)

10/26 Replaced valve on Ross Lane, started clearing trees & brush on Second Street

10/27 Took volatile organic compound (VOC) samples for Indian Spring Wells #1 & #4

took repeat VOC sample for Army Camp Well

Received delinquent account list and curb stop shut-offs to be installed

Cleared Second Street of brush & trees

Abandoned trailer found on Second Street towed to Dump and cut up – Saw needs to be evaluated. Received a quote of \$65.00 hr for repair. Board suggested that we get a price from JJ Gregory, who we purchased the generator from.

Replaced 1 ½” valve at Narragansett and Warner Ave.

Repaired hydrant at Warner and Dexter Aves. Valve is cleaned & is fully operational
Curb stop at 028 Cliff Rd. leaking – replaced with another curb stop
Mr. Moclair not responding to calls regarding telemetry
Price for flushing hydrants not received
Indian Spring Well clogged, #1 Well is no longer productive
XTech – Cleaning of Big Blue. 2 foot diameter opening needed for machine to fit in tank
Board recommended that diagnosing #1 well and take care of the well before cleaning
Big Blue.

Safety Equipment grant program through the Trust – discussion ensued on what the Trust
should seek funding on.

New Business

Correspondence

None received.

Appointment of Clerk to the Board. Leo Perrotta was appointed to the post.

Meeting was adjourned at 2:28 PM upon a motion made by Dave Buffum and seconded by
Leo Perrotta. (approved unanimously) Next meeting is November 28th.