

Prudence Island Water District
Minutes of meeting 2/19/05

1. Call to order – Meeting was called to order at 1:04 p.m. Present were Richard Brooks, moderator David Buffum; Patricia Richard, clerk; and Robert Hanson.

2. Approval of minutes – Richard Brooks moved to approve the minutes of the meeting held 2/5/05, seconded by Robert Hanson, approved unanimously.

3aI. Appointment of Assessor& Collector – Richard Brooks said that he had spoken to Jessie Brooks and she was interested in possibly being appointed as Collector or Assessor. She was present and wanted information on what the jobs entailed. After a discussion of the job requirements she volunteered to be the Assessor. Patricia Richard made a motion to appoint Jessie Brooks as Assessor, Richard Brooks seconded, approved unanimously.

3aII. Appointment of Board Member-Board members didn't have any new prospects for a Board Member, but an audience member Ed Collamati voiced interest in being a Board member for the rest of the term after a discussion of the job requirements, he said he would attend the next meeting to let us know if he wanted to become a member.

3b. Bylaws – David Buffum said that he had rewritten section twenty five to include information on late fees and interest charges associated with payment of water bills.

Richard Brooks asked what date should be used in 24b. Patricia Richard said that we would be using September 30th as our year end closing. Richard Brooks asked if 25 b referred to the tax collector, and David Buffum said it was the collector of revenue generated from water bills not taxes . Richard Brooks asked if the name should be changed, but no one on the board had an alternate name in mind. Phil Brooks questioned 25c under Payment for Service, as being too open. He suggested that an inspection of the customers water system should be required before someone could file a billing dispute, since most excessive bills are found to arise from water leaks.

Phil Brooks also said that in section 19 under Metered Service, should be more specific. All meters shall be installed as close as possible where it enters the building, or installed in a meter pit just outside the house. These meter pits are a precast plastic with metal tops. A concrete pit might be acceptable for seasonal residences only.

Phil Brooks also said that the old stop and waste valve used to shut off the water and drain the system are now illegal. He also said that check valves are now required on all installations, which require an expansion tank to prevent bursting pipes, since you now have a closed system. Phil Brooks said he would provide the Board with the current plumbing requirements when we needed them in the future.

Ed Collamati said that he thought that a flat fee instead of the meters might be easier.

Phil Brooks said that meters were required to get public monies.

Patricia Richard said that meters were also thought to be a way to encourage conservation and that was why it was a requirement for the funding.

Phil Brooks said that Bristol had a set fee which included a base amount of water, and water use above that was billed at triple that rate.

Patricia Richard said that there were many rate schemes that the Board would be considering in order to provide the fairest way to pay for the water. It would probably include a service fee plus a user fee.

Jessie Brooks asked when this metered service would take place and Mr. Buffum said it would be several years (3 or 4 years) down the road. **** Note: At the meeting held 3/5/05, Mr. Hanson said that it should be made clear within the text of the minutes that Mr. Buffum's assertion was speculative and not a statement of fact)*

Robert Hanson said that in section 43 under General, the customer should install a shutoff separate to the water company shutoff so that they may isolate their system in order to do work on their pipes.

Phil Brooks said that the shutoff can't come before the backflow preventor.

Richard Brooks asked Robert Hanson if the current water company had a list of what current customers have for shutoffs etc

Robert Hanson said he didn't think so.

Richard Brooks asked if the PIUC didn't have a list if it was a good idea to ask them to compile one for evaluating the system.

Robert Hanson said he would convey our request to Rob Garlick.

Richard Brooks asked Patricia Richard if she had a chance to look at the Bylaws in regards to setting monetary brackets for purchases of goods and services.

Patricia Richard said she hadn't had the time.

Richard Brooks said that maybe we should follow the Community Block Grant requirements as a guideline.

3c1. Administrative priorities – Patricia Richard said that David Buffum was now a signer on the Board's bank accounts.

Patricia Richard also asked for volunteers for stuffing envelopes for the notice of the pending elections.

3c2. Technical – Richard Brooks said that Tom Nicholson (C&E Engineering) told him that Gene Rinker was the liaison for the PIUC.

David Buffum handed out printouts from the CDs of the NBNERR site profile.

Richard Brooks asked if we needed to vote to allocate \$2500.00 for the Environmental survey grant.

Richard Brooks made a motion to set aside \$2500.00 for the Environmental survey grant,

Robert Hanson seconded

Motion passed unanimously.

3d – Funding.- Patricia Richard said that she had just received the check for the first quarter funding from the town administrator in the amount of \$7443.00

Patricia Richard said that she had gotten a letter from the RI Foundation. We did get the ADDD grant, for \$1120.00 for defraying election costs, distribution of educational material, defray cost of annual report, and funding for a district web site. This grant money will be dispersed on February 25th.

Patricia Richard reminded us about doing biographies for the web site.

We can now apply for a technical services grant from the same Foundation.

We are still waiting to hear from the statewide planning office for their approval so we can proceed with the USDA grant application.

Patricia Richard said that we had a week to apply for a grant through Patrick Kennedy's office and that she needed help, since she is already swamped with work.

David Buffum said he would post the notice of the next meeting, and do the minutes in order to help free up time for Patricia Richard to do the grant.

Patricia Richard said she would do her best to get it done and returned by the middle of the week

4a. Correspondence – Patricia Richard received a letter from Tom Nicholson (C&E Engineering) urging us to proceed with the grant application as fast as possible and offered to help if it would speed things up.

Patricia Richard wants to send a reply that we are moving as fast as the process allows.

Patricia Richard received a letter from the Historical Preservation and Heritage Commission, saying that the planning studies will have no physical effect on historical resources but areas under consideration for future improvements are sensitive for archeological resources, and that the office of environmental study should consult with the Historical Preservation and Heritage Commission while preparing the report.

Patricia Richard will cc C&E Engineering and also let the commission know that she is an officer of the Prudence Island Historical Society, and will put them in touch with Joe Baines who has been doing a lot of data mapping of historical sites.

Patricia Richard has written a letter to Sandra Mack expressing our delight in her upcoming visit, but needs her address other than at her office, since this work would be done on a private consultation and not through her firm.

Phil Brooks said he could get her address for us on Tuesday.

4b. Other business. –Town council has had a request for abandonment of a paper road on Prudence Island which would allow for a buildable lot.

This sets a precedence which would result in more building lots in the district that we are currently unable to service, due to limited resources.

The board may want to voice an opinion on this proposed change.

Robert Hanson said he would talk to a Prudence Island Planning commission member (Harry Sterling) to voice our concerns.

Mr. Buffum moved for adjournment, seconded by Ms. Richard, approved unanimously. The meeting was adjourned at 2:35 p.m.

David Buffum, Assistant Clerk