

Minutes of meeting: May 14, 2005

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

2. Approval of minutes April 30, 2005. Motion to approve by Mr. Hanson, seconded by Ms. Richard, approved unanimously.

3a. Appointment of board member. No progress. Ms. Richard moved to strike the item from the agenda because it would not be productive to appoint a board member with only 2 more meetings before the election. Mr. Buffum seconded, approved unanimously.

3b. Bylaws. Water restrictions. Mr. Buffum presented the board with draft copies of bylaws covering water restrictions. Mr. Hanson pointed out that restrictions on watering gardens was of concern to many islanders. Ms. Richard said that each stage of the restrictions should be clearly defined and that an expert opinion would be needed. Mr. Hanson said that Stage 4 restrictions were very harsh; Mr. Buffum said that Stage 4 would be for severe emergencies. Ms. Richard asked if penalties should be tied to the severity of the condition, pointed out that at Stage 4 a consumer shouldn't be allowed 4 violations before shutoff. Mr. Buffum asked if at Stage 4 a verbal warning should be given. Mr. Hanson said that some type of warning had to be issued. Ms. Richard said that a notification procedure, including perhaps publication of a warning, should be in place. Ms. Greene, general counsel, said that she believed that at each stage due process must be considered and that publication was probably mandatory. She volunteered to research the issue for the board.

Federal Anti-discrimination laws: Ms. Richard presented the board with copies of clauses she found in USDA contracts covering anti-discrimination issues. Ms. Greene said that she would edit the clauses for the board.

3cI. Administrative goals. Ms. Richard presented the board with a 2nd cycle budget request to mail to the town. She said that most of the budget concerned legal services and insurance premiums. Mr. Buffum asked about the meeting hall rental. Ms. Richard said that though it was not in the original budget, she felt that it was appropriate to pay the PIVFD for the meeting hall. She said that she would send out the letter on Monday unless a board member found something objectionable in it.

Ms. Richard reported having spoken to Mr. Driscoll, town administrator, about the possibility of siting a district facility on town land. She said that Mr. Driscoll felt a first step would be for him and the Director of Public Works to inspect the area. She said that it was her understanding that an emergency management plan had been written for the town calling for a facility and that possibly the district could share the facility with the town. Mr. Hanson said that the design of the facility would be important in a shared facility so that everyone's needs would be met. Ms. Richard said that she had not seen the emergency management plan but would ask Tom Gempp, fire chief, what had become of it. She said that she also had some material on modular buildings if any of the board members was interested in seeing it. She said that the building would need to be designed in compliance with the Americans with Disabilities Act.

3cII. Technical goals. EPA Smart Planning. Ms. Richard said that she did not think she would have enough time to put together a suitable application for assistance from EPA. She said that she had spoken to Mr. Brooks and that he didn't feel a water source siting project was appropriate for the program. Mr. Buffum said that he agreed with Mr. Brooks. Ms. Richard said that her main concern was the partnering with other community institutions and that she didn't have enough time to build a consortium. She said that she would continue to monitor the EPA site for other Smart Planning opportunities.

3e. Funding. Ms. Richard said that she had spoken to Dave Delisle of USDA and that the letter of obligation should be coming within the next several days.

CDBG funding. Ms. Richard said that she had misunderstood the scope of the CDBG application and that in reality it was meant for the pre-approved project for 2005. She said that she had completed the application and would be sending it to Christian Belden at Church Community Housing Corp. She said that the upside is that if the district had another opportunity to apply for CDBG funding in 2006, much of the spadework had already been done. She said that it was unfortunate in another sense because she had thought that there was a clear avenue of funding for 2006 and that now that avenue was very much in question. Mr. Buffum and Ms. Greene said that Sandra Mack might have some ideas about access to funding.

4a. Correspondence. Bank statement had a few outstanding checks, notable PIA Hall rental. Ms. Richard said that she would check with Rosemary Mamaras about the status of the check. RIWWA and ASWWA checks outstanding. AWWA sent email welcoming district to the membership, but login not working, Ms. Richard said she would resolve the issue and email the info to board members.

4b. Other. Mr. Buffum thanked Ms. Richard for her timely updates to the district web site.

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

Patricia Richard
Clerk