

**MINUTES OF THE BOARD MEETING
OF THE BRISTOL COUNTY WATER AUTHORITY**

**Thursday, May 29, 2025
450 Child Street (Boardroom), Warren, RI**

Board Members Present:

Juan Mariscal, Chairman
Thomas Kraig, Vice-Chairman
Christopher Stanley, Secretary/Treasurer
John M. Jannitto, Board Member
Robert J. Martin, Board Member
William F. Gosselin, Board Member
Stephen Gross, Board Member
Richard E. Fournier, Board Member
David E. Fales, Board Member

Board Members Absent:

None

BCWA Staff Attending:

Stephen H. Coutu, Executive Director
Michael Crawford, Deputy Executive Director
Daniel Hughes, Finance Manager
Colin O'Hara, Engineering Project Manager
Lauren DeRuisseau, HR/Executive Assistant

Others Attending:

Legal Counsel Joseph Keough

1. Call to Order

Pursuant to proper notice, the Board Meeting of the Bristol County Water Authority was called to order by Chairman Mariscal at 5:30pm.

2. Public Input

There was no public input.

3. Minutes

a. Board Meeting – 4/24/25

Director Martin moved the following motion seconded by Director Stanley

Motion: To approve.

Motion passed with 8 aye votes and one abstention by Vice-Chairman Kraig.

4. Executive Director's Report

- Pawtucket Water Project – Beta group continues to advance the plans. The majority of the elements should be 90% designed by the summer by the respective agencies, with the exception of the blending and control station.
- Water Treatment Plant – Warren town officials reviewed the RFP and provided comments. We expect to advertise the RFP sometime next week.
- Maintenance Garage – We requested a task order and fee from Pare Corporation for the design and plan documents.
- The contractor has returned to the Upper Dam to do some minor work and install a small parking area as requested by the Warren Conservation Commission.
- Lead Service Line Replacement Program – We are down to one remaining public side, which is scheduled to be replaced tomorrow. We will be working with 120Water, a RIDOH contractor, and RI Rural Water Association to assist with identifying unknown private side services. Approximately 360 customers will be notified by letter regarding setting up an internal inspection.
- We are doing some additional work with Pare on the Fountain Avenue tank.
- The spring hydrant flushing program is complete.
- The annual report is in progress and will be created in-house.

Operations report:

- Our tank cleaning vendor returned to finish the cleaning of the Metacom tank. The cleaning was performed with a drone.
 - Director Martin requested a report that documents the areas that are still experiencing low water pressure.

Engineering report:

- Boyle & Fogarty will begin work in July.
- There is one more galvanized service renewal to complete tomorrow.
- Water main projects:
 - Bristol Lofts – water main and service replacements.
 - Mount Hope High School – renovation of the domestic and fire protection water services.
 - Kickemuit Middle School – fire protection service.

5. Financial Report

(Appendix A)

Finance Manager Dan Hughes provided a financial summary for April 2025.

6. Board Member Town Council Reports

There were no reports.

7. Board Vote on Purchase of Ford F250

(Appendix B)

Executive Director Coutu stated that we are looking to purchase a new F250 utility truck to replace a 10-year similar type vehicle for our operations staff. Quotes were solicited from four prequalified vendors on MPAs. We received two quotes – one from Jack Madden Ford and one from McGovern/MHQ. The bid proposal included the trade of two older F250 vehicles. The

lowest responsive bidder was Jack Madden Ford, so we are recommending to purchase this F250 from Jack Madden Ford for \$56,320.00, plus a 10% contingency in case there are any cost escalations prior to delivery for a total not-to-exceed value of \$61,592.00.

Director Stanley made the following motion seconded by Director Fales

MOTION: To approve for \$56,320.00 with contingency (Jack Madden Ford).

Chairman Mariscal stated that the motion is to make the award to Jack Madden Ford for \$56,320.00 plus a 10% contingency for a total not-to-exceed value of \$61,592.00.

Motion passed unanimously by aye vote.

8. Board Vote on Annual Permanent Paving Contract (Appendix C)

Executive Director Coutu stated that this was bid out with estimated quantities that may or may not be used throughout the year. We received two bids, with the lowest bid coming from JML Excavation for a bid price of \$126,950.00. JML has served BCWA very well in the past. We are recommending the contract go to JML Excavation for \$126,950.00. This is only for bid items that are actually utilized throughout the year.

Director Stanley made the following motion seconded by Director Jannitto

MOTION: To approve as presented.

Motion passed unanimously by aye vote.

9. Board Vote on Annual Maintenance and Service Work Contract (Appendix D)

Executive Director Coutu stated that this is for actual water utility work that would only be utilized in an emergency basis if our own forces were not able to do the work. Over the years, there is less and less utilization of it as we are able to handle the majority, if not all, of the events that occur in the system. We put out estimated quantities and bid items for purposes of comparing pricing if we do have different contractors bidding. We only received one bid from JML Excavation for a total bid price of \$278,785.00. We recommend the contract go to JML Excavation for that amount. Over the past year, we have paid approximately \$45,000 for this type of work.

Vice-Chairman Kraig made the following motion seconded by Director Gross

MOTION: To approve for JML Excavation.

Motion passed unanimously by aye vote.

10. Board Vote on Annual Water Main and Appurtenance Stock Materials Contract (Appendix E)

Executive Director Coutu stated we received prices of stock materials from six wholesale vendors and rather than award each individual item, we are requesting that recommendation of the items highlighted in the attachment be awarded to the specified vendor for each category. The vendors are Warwick WinWater, E.J. Prescott, Ferguson Waterworks, Hoadley & Sons, Stiles Company, and Putnam Pipe.

Director Gross made the following motion seconded by Director Stanley

MOTION: To approve as identified by management within the bid specification sheet.

Motion passed unanimously by aye vote.

11. Quarterly Write Offs – For Information Only

(Appendix F)

For information only.

12. Executive Session

Director Gross made the following motion seconded by Director Stanley

Motion: To go into Executive Session pursuant to RIGL s. 42-46-5 (a)(2).

(Litigation – North Farm pursuant to RIGL s. 42-46-5 (a)(2); Board Meeting – 4/24/25)

Motion passed unanimously by aye vote.

The Board entered Executive Session at 6:16pm.

Director Gross left the meeting at 6:32pm

The Board returned to open session at 6:34pm.

Director Martin made the following motion seconded by Director Stanley

MOTION: To seal the Executive Session minutes.

Motion passed unanimously by aye vote.

13. Next Scheduled Meeting – June 26, 2025

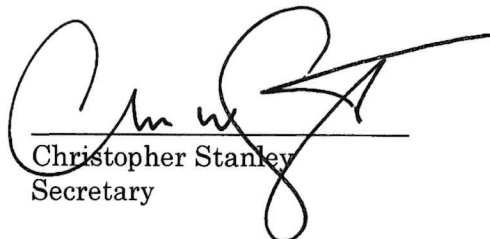
14. Adjournment

Director Stanley moved the following motion seconded by Director Gosselin

MOTION: To adjourn.

Motion passed unanimously by aye vote.

The meeting was adjourned at 6:34pm.



Christopher Stanley
Secretary