

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

**Thursday, October 23, 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 5:00pm.

2. Public Input

There was no public input.

**3. FY2025 BCWA Pension Report Presented by Nyhart
(Appendix A)**

Presentation by Jen Turk from Nyhart Financial. The return on market value was 11.9% and the plan's funded status is at 98.7%.

4. Minutes

a. Board Meeting – 9/25/25

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

MOTION: To approve.

Motion passed unanimously by aye vote.

5. Executive Director's Report

- Pawtucket Pipeline – Received progress report from Beta. They are on track of getting things in to permitting agencies by the end of year. We met with East Providence on Sept. 30th to discuss the recent amendment and the blending and control station.
- Demo – The board voted to wait for the submission of the pre-design plans, which we expect to receive by the end of the month. A news story regarding the plant was recently in the local papers.
- Dam Removal – The contractor is done. Save the Bay organized a tree planting event with volunteers that was held on October 16th and 17th.
- Lead Service Line Replacements – Our last known lead service gooseneck on the public side was replaced by our in-house crew. The private service line inspection program is winding down. They successfully inspected and removed 152 service lines from the unknowns list. Notifications will be going out to those with unknown service lines.
- Fountain Avenue Tank – We have received comments from DOH and Pare is finalizing the report.
- We conducted interviews for a vacant Water Utility Operator position and we expect to have someone on board by the end of the month.
- Hydrant Flushing – Will be completed this week in Bristol.
- 94 customers in the Gooding Avenue area in Bristol have been notified of their transition to the high-service zone.
- The budget will be presented to the Finance Committee next month.

Operations Report:

- A water main break associated with hydrant flushing occurred in Barrington. This resulted in a school being closed due to repairs.

Engineering Report:

- 2025 Capital Improvement Project – Boyle & Fogarty completed all pipe installation work. The only work remaining is the permanent patch and final asphalt restoration.
- 2024 Capital Improvement Project – Dewcon completed mill and overlay in late September and early October. We are looking at the close out of this project.
- Bristol Lofts Project – On October 6th, MJD Excavation began work preparing for the bypass.
- Mt. Hope High School renovation is ongoing.
- Working with JML Excavation on private-side galvanized iron service replacements.

6. Financial Report

(Appendix B)

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

7. Finance Committee – 10/22/25 Meeting Report

The Finance Committee met to discuss the following:

- Audit process – discussion regarding implementing a more formal process to include a pre-audit meeting with the auditors as well as having another Finance Committee meeting prior to the issuance of the financial reports so that the Board can review a draft of the financial statements, provide comments, and make any necessary adjustments prior to the issuance of the final report.
- Investment policy – review of the investment policy to ensure that we are maximizing our returns so that money can be applied to future construction costs. The committee will work with management to update the policy to increase the return of the cash on hand while avoiding risky assets.
- Pension plan – discussion regarding rolling the pension plan into a separate plan and removing from our books through either annuity or another process. Dan Hughes and Steve Coutu will reach out to Nyhart to research this process.
- OPEB plan – this plan is funded at 38%. We are currently in a pay-go process, where a check is issued when an invoice is received. The OPEB trust is not really being used for the funding of those future retirement liabilities. The plan is to get the OPEB trust up to 80-100% range and then have it self-fund those retirement insurance costs.
- Purchasing policy – review and modifications of the purchasing policy to get it updated to current standards.

8. Board Member Town Council Reports

There were no reports.

9. Board Vote on Selection of Firms for On-Call Engineering Services

(Appendix C)

Executive Director Coutu stated that every three years BCWA issues an RFP for on-call engineering services for various categories of engineering services that we may need over that time period. The categories are business consulting, dam engineering, security services, water utility information management, transmission and distribution, water quality, environmental services, and construction management services. This is to prequalify companies that are qualified to provide these services so when we do have a project come up, we call on them to provide costs. We received six proposals and each of the firms are well qualified and well known in the area: Arcadis, Beta Group, Pare Corporation, Tighe & Bond, Wright-Pierce, and GZA.

Director Gross made the following motion seconded by Director Stanley

MOTION: To approve the engineering firms listed in each category, per the attached memorandum, to provide on-call engineering services upon request for a period of three (3) years.

Director Jannitto requested that the eighth category be removed and voted on separately under the current motion.

AMENDED MOTION: To approve the engineering firms in categories 1-7 as listed, per the attached memorandum, to provide on-call engineering services upon request for a period of three (3) years.

Motion passed unanimously by aye vote.

MOTION: To approve the engineering firms listed in category 8 as listed, per the attached memorandum, to provide on-call engineering services upon request for a period of three (3) years.

Motion passed unanimously by aye vote.

10. Board Vote on Modification to Customer Rules and Regulations (Appendix D)

Attorney Keough has requested that a section be added to the Customer Rules and Regulations, specifically section 2.16 for Meters and Billing.

Section 2.16 Meters and Billing:

1. The quantity of water recorded by the meter shall be accepted as correct by both the customer and BCWA except when the meter has been found to be registering inaccurately as provided for herein.
2. When a meter has been found to be registering inaccurately as provided for herein, the quantity of water used will be determined by the average registration of the meter when working or by such other fair and reasonable methods as shall be based on the best information available and a bill shall be calculated based on said average registration or other fair and reasonable methods.

This was being done in practice and was in the Rules and Regulations prior to 2019, and for reasons unknown, when the 2019 rules were passed, these were dropped out and are now being restored.

Director Gross made the following motion seconded by Director Stanley

MOTION: To approve the modifications to BCWA's Customer Rules and Regulations as presented.

Motion passed unanimously by aye vote.

11. 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)(5).

Motion passed unanimously by aye vote.

The Board entered Executive Session at 6:23pm.

The Board returned to open session at 6:38pm.

Director Martin moved the following motion seconded by Director Gross
MOTION: To seal the minutes of the Executive Session.
Motion passed unanimously by aye vote.

12. Next Scheduled Meeting(s) – Discussion and Board Vote

(Appendix E)

Executive Director Coutu requested the following meetings be scheduled as follows:

- 11/13/25 – Finance Committee Meeting (in lieu of monthly Board Meeting)
- 12/11/25 – Full Board Meeting

Director Stanley made the following motion seconded by Director Gross

MOTION: So moved.

Director Martin requested that the monthly Beta report still be sent to the Board for November and December.

Motion passed unanimously by aye vote.

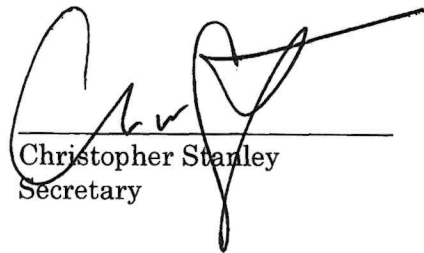
13. Adjournment

Director Stanley moved the following motion seconded by Director Gross

MOTION: To adjourn.

Motion passed unanimously by aye vote.

The meeting was adjourned at 6:41pm.



Christopher Stanley
Secretary