

**Meeting of the Finance/Claims Committee of the
BRISTOL COUNTY WATER AUTHORITY**

**Wednesday, September 25, 2024
450 Child Street, Warren Office, Warren, RI**

The committee meeting was called to order at 5:00pm by Acting Committee Chairman Juan Mariscal.

Committee members in attendance: Stephen Gross, Richard Fournier, Christopher Stanley

Other Directors present: Thomas Kraig

BCWA staff present: Stephen Coutu, Daniel Hughes, Lauren DeRuisseau

1. Review and recommendation of claim from 38 Nayatt Road, Barrington, RI

(Appendix A)

The Committee recognized Annick Vasdeboncoeur from 38 Nayatt Road in Barrington, who has submitted a claim to be reimbursed for new plumbing fixtures. Several plumbing fixtures became clogged as a result of a water main break and require replacement. The customer is seeking a total reimbursement of \$1,761.75 for the damages to their plumbing as a result of the water main break. Executive Director Coutu recommends approval of this claim.

Director Fournier made the following motion seconded by Director Stanley

Motion: To accept management's recommendation.

Motion passed unanimously by aye vote.

The recommendation will go before the Board of Directors at tomorrow night's meeting.

A recommendation was made by the Committee to update the current threshold of the BCWA claims policy, which is currently \$500.

2. Discussion on consideration of modification to fiscal year end

Discussion regarding the fiscal year, which currently ends in February, and the cost benefits of modifying it. The Committee requested that Executive Director Coutu provide a summary of the pros/cons and costs associated with

modifying the year end that can be brought to the Board for a future discussion.

3. Discussion on audit governance

Director Fournier inquired about forming an audit committee. Acting Committee Chairman Mariscal stated that the Board should continue to be as transparent as possible at open meetings where members from the public can participate and ask questions.

4. Review of monthly financial statement package composition

Discussion on a simpler way to provide an index or summary on a monthly basis, with all the details and adjustments provided on a quarterly basis.

5. Discussion on the financial system and information technology framework

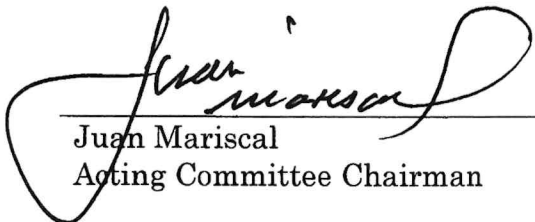
Discussion regarding the use of QuickBooks as a financial system. Our payment system, CUSI, is used by many utilities and handles the bulk of the activities, such as data conversion, billing, payments, etc.

Director Stanley moved the following motion seconded by Director Gross

MOTION: To adjourn.

Motion passed unanimously by aye vote.

Meeting adjourned at 5:54pm.



Juan Mariscal
Acting Committee Chairman