

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

**Thursday, February 26, 2026
450 Child Street (Boardroom), Warren, RI**

Board Members Present:

Juan Mariscal, Chairman
Christopher Stanley, Secretary/Treasurer
John M. Jannitto, Board Member
Robert J. Martin, Board Member
Stephen Gross, Board Member
David E. Fales, Board Member
Frank J. Alfano, Board Member

Board Members Absent:

Thomas Kraig, Vice-Chairman
Richard E. Fournier, Board Member

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 5:02pm.

Chairman Mariscal welcomed returning board member Frank J. Alfano from Warren, who previously served on the Bristol County Water Authority's Board of Directors from 1994-1997.

2. Public Input

There was no public input.

3. Pawtucket Pipeline Project Phase II Design Update – Beta Group

Nicholas Corvello, Vice President of the Beta Group, provided an update for the design permitting schedule. Plans and specifications to bid the project will be available by the end of the year.

4. Minutes

a. Public Hearing – 1/22/2026

Director Gross moved the following motion seconded by Director Martin

MOTION: To approve.

Title correction to be made from “Public Meeting” to “Public Hearing”.

Motion passed with (6) ayes and (1) abstention by Director Alfano.

b. Board Meeting – 1/22/2026

Director Gross moved the following motion seconded by Director Jannitto

MOTION: To approve.

Motion passed with (6) ayes and (1) abstention by Director Alfano.

5. Executive Director’s Report

- Demo Water Treatment Plant – Pare has commenced work on the 30% design plans. Pare has picked up the plans for finalizing the specs for the demo of the water treatment plant and we expect to have a meeting with them next week.
- Dam Removal – We offered private well testing to 12 property owners that previously participated in having their wells tested as a condition of the CRMC approval. Six out of the 12 participated and notices will be sent out to the six that did not participate.
- Shad Pipeline – Save the Bay and Pare Corp wetland scientists are working on finalizing plans and permit documents for that work. Their target date is April or May this year.
- Received appraiser quotes for the three properties in Swansea. A Properties Committee meeting will be scheduled to review the reports.
- Lead Service Line Replacement Program – The RIDOH contractor, Rural Water Association, will be scheduling inspections for service lines we presume are non-lead once the weather breaks.
- Fountain Avenue Tank – An application was sent to decommission the tank.
- We have had over 30 main/service breaks since the beginning of the year.
 - The Board would like to acknowledge the great job that the Ops crew and staff have been doing in addressing these breaks.

Operations/Engineering Report:

- Mike Crawford provided an overview of the challenges of repairing main breaks during the winter such as pipe composition, equipment failures, and frozen ground.
- Capital Improvement Project – Cleaning and lining of sections of Child Street, Metacom, and Kickemuit.

- The RFP was advertised on February 17th, a non-mandatory pre-bid conference was held on the 19th, and the bids are due March 12th.

6. Financial Report

(Appendix A)

Finance Manager Dan Hughes provided a financial summary for January 2026.

7. Board Member Town Council Reports

Board appointments have been extended for Chairman Mariscal (Bristol), Director Jannitto (Warren), and Director Gross (Barrington).

8. Quarterly Write-Offs: For Distribution Only

(Appendix B)

9. Board Vote on Annual Write-Offs Report

(Appendix C)

Director Jannitto moved the following motion seconded by Director Gross

MOTION: To acknowledge Annual Gross Write-Offs in the amount of \$53,147.46 less Recoveries of \$10,057.55 resulting in net annual write-offs of \$43,089.91.

Motion passed unanimously by aye vote.

10. Board Vote on Purchase of John Deere Backhoe

(Appendix D)

Executive Director Coutu stated that we currently have two John Deere Backhoes, a 2014 and 2018, and we are looking to replace the 2014 with a new Backhoe. We deal exclusively with a local John Deere dealer, United Construction and Forestry, in North Swansea that provides pricing through the Sourcwell collaborative, which provides municipal and state pricing. We are recommending the purchase of a John Deere 320 Backhoe from United Construction and Forestry for the amount of \$133,750.00. This includes a \$30,000 trade-in value for the 2014 Backhoe.

Director Alfano made the following motion seconded by Director Stanley

MOTION: So moved.

Motion passed unanimously by aye vote.

11. Board Vote on Contract for Audio-Visual Improvements to BCWA Board Room

(Appendix E)

Last August, a conceptual proposal was presented to the Board for furniture and technology improvements for the Board room. We met with vendors from the State MPA to make recommendations and proposals to upgrade the recording system currently being used with a mounted camera and television screens, as well as virtual meeting equipment. We are recommending a contract award to Minuteman, who has provided security services for us in the past. Their proposal cost is \$31,622.57, which includes a 20% contingency for a total approved budget not to exceed \$37,500.00.

Director Martin made the following motion seconded by Director Jannitto

MOTION: To be accepted.
Motion passed unanimously by aye vote.

12. Executive Session

Chairman Mariscal stated that the Board will be going into Executive Session for purposes of the Executive Director's performance review and annual goals pursuant to RIGL 42-46-5(a)(1).

Chairman Mariscal stated for the record that the person to be discussed, Executive Director Stephen Coutu, has been advised of his right to have the discussion take place in open session and has declined.

Director Gross moved the following motion seconded by Director Martin

MOTION: To go into Executive Session for purposes of the Executive Director's performance review and annual goals pursuant to RIGL 42-46-5(a)(1).
(i. Executive Director Performance Review and Annual Goals – Pursuant to RIGL 42-46-5(a)(1); Executive Session Minutes: Board Meeting – 1/22/2026)
Motion passed unanimously by aye vote.

The Board entered Executive Session at 6:13pm.

The Board returned to open session at 6:31pm.

Director Gross moved the following motion seconded by Director Martin

MOTION: To seal the Executive Session minutes.
Motion passed unanimously by aye vote.

13. Board Vote on Executive Director Salary

Director Martin made the following motion seconded by Director Stanley

MOTION: We accept the recommendation of 4% from the Personnel Committee.
Motion passed unanimously by aye vote.

14. Board Vote on Executive Director Annual Goals

Director Martin made the following motion seconded by Director Fales

MOTION: As recommended by the Personnel Committee, the goals that are listed on the chart and presented to the Executive Director as his goals for 2026 (Appendix F).

Items 1-3 are primary goals and item 4 is secondary.

Motion passed unanimously by aye vote.

15. Next Scheduled Meeting(s):

- i. Board Meeting – March 26, 2026

16. 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 6:35pm.



Christopher Stanley
Secretary