

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

**Thursday, October 24, 2024
450 Child Street (Boardroom), Warren, RI**

Board Members Present:

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

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 5:03pm.

2. Public Input

There was no public input.

3. FY2024 BCWA Pension Report Presented by Nyhart

(Appendix A)

Jen Turk from Nyhart presented a year in review on the pension plan. Assets performed better than expected 7.5%. The return on market value during the plan year (fiscal end 2024) was 12.2%. One lump sum was paid out and liabilities came in as expected.

4. Minutes

a. Finance/Claims Committee Meeting – 9/25/24

Director Martin moved the following motion seconded by Director Stanley

Motion: We accept the meeting minutes of 9/25/24.

Motion unanimously by aye vote.

b. Board Meeting – 9/26/24

Vice-Chairman Kraig moved the following motion

Motion: To approve.

Vice-Chairman Kraig requested that an edit be made at the bottom of page 1, 2nd sentence – change from “sediment made its way into the line” to “sediment made its way into certain fixtures”.

Motion passed unanimously by aye vote.

c. Properties Committee – 10/2/24

Director Stanley moved the following motion seconded by Director Gross

Motion: To approve.

Motion passed unanimously by aye vote.

5. Executive Director Report

- We received comments back from East Providence and their consultants on the 60% plans and have forwarded them on to our engineers.
- Pawtucket Agreement – it was on the agenda for their October 8th meeting but unfortunately that item was tabled as they did not have the latest draft from their attorney at the time of the meeting. This will be rescheduled for November 12th.
- Demo of the water treatment plant – the analysis was presented to the Properties Committee earlier this month and that presentation will be provided to the full board tonight.
- Dam removal – we have an application in to DEM to remove additional earth and berm west of the breach for the purpose of restoring forested wetland.
- Lead service line replacement program – over this past month, seven public side services were replaced under the contract and three private sides were replaced in accordance with the payment plan. We submitted our inventory as required before the deadline of October 14th. The inventory has been received and approved by RIDOH.
- Public information – A press release was issued and printed by the local media regarding the lead service line inventory survey. The digital release was also posted on the East Bay RI website.
- Our fall hydrant flushing program is complete.
- We are close to finalizing a draft of our operating budget and capital improvement plan. A Finance Committee meeting will be scheduled for next month to present the budget.

Operations report:

- A vehicle struck a hydrant on Washington Road in Barrington.

- All of our assets impacted by the town's sewer contractor are back in service in the vicinity of Middle Highway,
- We received a preliminary report back regarding the corroded pipe on Gooding Avenue which identified very corrosive soil. We applied for road opening permits so we can explore the exact extent of the bad soils and then we can plan to replace the pipe.

Engineering report:

- Dewcon is finishing the work on State Street in Bristol.
- Maple Street in Warren was cleaned and lined the week of October 7th.
- All cleaning and lining has been completed for this project.

6. Financial Report

(Appendix B)

Finance Manager Dan Hughes provided a financial summary for September 2024.

7. Board Member Town Council Reports

There were no reports.

8. Properties Committee: Discussion on Presentation and Condition Assessment of the Old Station Structure at 450 Child Street

(Appendix C)

Executive Director Coutu stated that the Properties Committee met on October 2nd. The consultant provided recommendations with respect to costs.

- Option 1: comprehensive renovation on the smaller building, cost over \$800K.
- Option 2: maintain building to prevent further deterioration, cost \$330K.
- Option 3: fold into the demo of the larger plant building, cost \$75K.

The committee held a discussion only and no action was taken.

Ned Connors, a local consultant in historical preservation, is sharing the study with the Warren Preservation Society, the Warren Heritage Foundation, and the Bristol Historical and Preservation Society. He is meeting with the three groups to continue the discussion of preserving and returning the buildings to active use. He is requesting to meet with the Properties Committee to discuss the findings of the consultant.

Chairman Mariscal requested that another Properties meeting be scheduled for the community.

9. Policy Committee: Recommendation on Modification to the Claims Policy and Board Vote on Recommendation

(Appendix D)

Vice-Chairman Kraig stated that the Policy Committee met earlier this evening and considered and discussed the proposal presented by Executive Director Coutu to increase the claim amount handled by staff from \$500 to \$2,500. The committee voted to approve that change. Executive Director Coutu is to include claims under \$2,500 in his monthly report to the Board. Director Martin requested that claim forms be made available on the BCWA website.

Director Stanley made the following motion seconded by Director Gosselin

MOTION: To approve the recommendation of the committee.

Motion passed unanimously by aye vote.

**10. Modification to Project Budget for the 2023 Water Main Rehabilitation Project:
Board Vote on Recommendation**

(Appendix E)

Executive Director Coutu stated that in February 2023 the Board approved a project budget of \$2.5 million for the Water Main Rehabilitation project. The contract was awarded to W. Walsh Company. Additional change orders were made at our request to do some additional work above and beyond the contract. Upon completion of the work, including all the final paving, the final invoice came in higher than the approved budget by \$94,131.83. The overage was due to an underestimation on our part of the actual work that was going to be done with respect to the final paving and the final paving costs. We are requesting that the budget be increased from \$2.5 million to \$2,594,132.

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

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

11. Executive Session

There was no Executive Session.

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

(Appendix F)

Executive Director Coutu requested that the November 13th meeting be for the Finance Committee meeting only to review the budget. The next full Board meeting will be on December 11th for budget review and approval in advance of the public hearing to be scheduled for January 23, 2025.

Director Martin made the following motion seconded by Director Stanley

**MOTION: Approve the changes proposed by the Executive Director for the meetings in November and December.
Motion passed unanimously by aye vote.**

13. Adjournment

Director Stanley made the following motion seconded by Director Gross

**MOTION: To adjourn.
Motion passed unanimously by aye vote.**

The meeting was adjourned at 6:25pm.

Christopher Stanley
Secretary