

PAWTUCKET WATER SUPPLY BOARD

The 407th meeting of the Pawtucket Water Supply Board met on October 11th, 2022 at 5:00 PM

William Masuck called the meeting to order at 5:00 PM.

PWSB Members Present

William Masuck – present

James Bradford – present

Thomas Hodge - present

Mike Araujo – present

Mark Theroux – not present

PWSB Staff Present

James DeCelles - Chief Engineer

Russell Houde – Assistant Chief Engineer

Robert Benson – CFO

Joe Keough – Attorney

Katie Peters – Executive Assistant

Public Attendees – None

4. Consent Agenda

Discussion of the sludge removal took place. Synagro is removing approximately 1 trailer load of sludge per day. An update on the equipment operator position was given, the position is being reposted currently.

A motion to approve Consent Agenda was made by Thomas Hodge and seconded by James Bradford.

Roll Call Taken:

William Masuck – Yes

James Bradford – Yes

Thomas Hodge – Yes

Mike Araujo – Yes

APPROVED

New Business:

5A. Rhode Island Infrastructure Bank commitment letter approval

The PWSB's loan application with the RI Infrastructure Bank has been approved. The Bank will provide financial aid in the form of a loan on the terms stated below, in an amount not to exceed \$15,000,000 for a term not to exceed 20 years after project completion (the "Loan"). Subject to the terms of this letter and the closing documents, the Bank shall forgive up to \$3,250,000 of the Loan.

This approval is subject to the Borrower meeting the following terms, that:

- 1) all projects to be funded appear on the Rhode Island Department of Health's ("RIDOH") Project Priority List and have Certificates of Approval ("COA") issued;
- 2) the Loan complies with all applicable Federal, State, RIDOH and Bank laws, rules and regulations;
- 3) the Loan and debt service requirements be approved by any applicable regulatory agency;
- 4) a satisfactory Loan agreement be signed by all parties to the transaction (the "Agreement");
- 5) the Loan will be made subject to availability of funds as related to the Bank's capacity; and
- 6) that the loan will be made subject to ranking on RIDOH's Project Priority List.

The board was asked to authorize PWSB to sign the RI Infrastructure Bank commitment letter.

A motion to approve was made by Mike Araujo and seconded by James Bradford.

Roll Call Taken:

William Masuck – Yes

James Bradford – Yes

Thomas Hodge – Yes

Mike Araujo – Yes

APPROVED

5B. Reclassification of Executive Assistant Position

The PWSB Board was asked to vote to recommend that the existing Executive Assistant position be reclassified to Executive Project Manager at a salary range of \$62,000-\$75,000. The PWSB envisions the Executive Project Manager developing and executing projects under the direction of the Chief Engineer and Assistant Chief Engineer. This change would provide us with more versatility and allow us to implement and manage many programs that we just have not had the staff or time to implement. These changes will provide the PWSB with the additional flexibility to improve existing programs and processes as well as implement new programs. The new programs will provide both residential and commercial customers with more real time information and a better overall experience.

This reclassification will need to be approved by the Personnel Board and the City Council as well.

A motion to approve was made by Thomas Hodge and seconded by James Bradford.

Roll Call Taken:

William Masuck – Yes

James Bradford – Yes

Thomas Hodge – Yes

Mike Araujo – Yes

APPROVED

6Ca. Bill Adjustment - 54 Branch St, Pawtucket

Mr. Edwin Cordon sent a letter to the Board requesting that a meter tampering charge be removed from his bill. A PWSB technician confirmed, when he visited the property, the meter seal was broken and the register placed incorrectly on the meter. More information has been requested about this matter, such as if Mr. Cordon had any plumbing work done recently, to try and figure out when exactly the damage to the meter was sustained.

Motion to table this bill adjustment was made by Thomas Hodge and seconded by Mike Araujo.

Roll Call Taken:

William Masuck – Yes

James Bradford – Yes

Thomas Hodge – Yes

Mike Araujo – Yes

APPROVED

6Cb. Bill Adjustment - 60 Capwell Ave, Pawtucket

Ms. Maria Barros sent a letter to the Board requesting relief from a high water bill. There was abnormal consumption for the month of June (46 HCF), again in July (110 HCF) and then again in August (115 HCF) 2022. It was discovered that she had a leak in her basement. The leak has been repaired. Ms. Barros has paid the previous high bills.

PWSB recommends that the Board deny Mr. Barros' request for relief from the frozen water meter charge, in accordance with the Pawtucket Water policy. It was requested that the PWSB send along information about any financial assistance programs for the elderly that could assist Ms. Barros in paying her bill.

Motion to deny bill adjustment was made by Thomas Hodge and seconded by James Bradford.

Roll Call Taken:

William Masuck – Yes

James Bradford – Yes

Thomas Hodge – Yes

Mike Araujo – Yes

APPROVED

Next scheduled meeting will be on November 8th, 2022.

A motion to adjourn was made by Thomas Hodge and seconded by James Bradford.

Roll Call Taken:

William Masuck – Yes

James Bradford – Yes

Thomas Hodge – Yes

Mike Araujo – Yes

APPROVED

Meeting adjourned at 5:46 pm.

Certified by PAWTUCKET WATER SUPPLY BOARD, recorded by kp

A handwritten signature in blue ink, appearing to read "William Masuck". The signature is written in a cursive, flowing style.

William Masuck, Chairperson