

KENT COUNTY WATER AUTHORITY  
MINUTES OF THE SPECIAL MEETING  
OF THE BOARD

February 21, 2017

A special meeting of the Board of Directors of the Kent County Water Authority was held on the 21<sup>st</sup> day of February 2017, at 3:30 p.m. at the offices of the Authority in West Warwick, RI, in the Joseph D. Richard Board Room.

Chairman Robert Boyer opened the meeting at 3:30 p.m. Board members, Treasurer Joseph Gallucci, Secretary Scott Duckworth and Mr. Giorgio were all present together, along with the General Manager/Chief Engineer Timothy J. Brown, Legal Counsel Patrick J. Sullivan, Esq., Treatment Manager/Water Project Engineer Dave Simmons and Director of Technical Services John Duchesneau. Mr. Duckworth led the group in the pledge of allegiance.

**Interview Director of Administration and Finance Position Engagement Director of Administration and Finance Position**

Mr. Brown introduced the candidate for Director of Administration and Finance Position to the board, Mr. Michael Lanfredi. Mr. Brown discussed the memorandum he sent to the board on February 8, 2017 with his recommendations for engagement. He said he had recommended a condition offer of employment with the associated conditions, including 2 years probation, drug test and satisfactory BCI check. He said the candidate has worked for a number of companies, and all 3 administrative employees recommend his hiring. He added the candidate is looking elsewhere and was offered a position in the interim (the candidate said he already turned down the position offered).

The Chairman welcomed the candidate to the meeting. He asked him a series of questions, including his knowledge of KCWA. Mr. Lanfredi gave an extensive answer.

Mr. Duckworth asked numerous questions, including about his duties at prior places of employment, to which the candidate answered.

The Chairman asked if he was a CPA or not. He answered that he instead got two masters degrees, one in accounting and one in taxation. He thought they would be better in the workplace than just the CPA.

Mr. Giorgio asked several questions, including whether or not he planned on long term employment with KCWA. He replied that he did plan on staying awhile, not having to worry about job security.

Mr. Gallucci said he read the ad and the resume and thought it was refreshing to see someone apply for the position and send up a follow up letter thanking the prospective employer

for the interview.

The Chairman asked the candidate to leave the room briefly.

Chairman Boyer added that he spoke to his former employers and heard good things. He said with the 2-year probationary period, Mr. Brown should have things well in hand. He said the candidate carried himself well. He said he seemed like a good fit.

Mr. Duckworth echoed those sentiments and thanked Mr. Brown.

Mr. Giorgio moved onto the salary request. Mr. Brown said he requested a range and asked the board if they wanted to delegate the remainder of the negotiation to him. Mr. Sullivan thought that to be a good idea as well.

The Chairman spoke of the prior employee filling that spot, and the board spoke about the length of time it was occupied.

The board collectively spoke of salary.

The Chairman asked that he return to the room. He asked the candidate if he would accept a conditional offer of employment at \$85,000.00 per year, with a review at the end of June, 2017. He replied that he would.

Mr. Giorgio moved, seconded by Mr. Duckworth, to offer Mr. Lanfredi a conditional offer of employment, as the Director of Administration and Finance at an annual salary of \$85,000.00, with 2 years of probation.

Upon Motion duly made and seconded, it was unanimously,

VOTED: That the KCWA offer Mr. Lanfredi a conditional offer of employment, as the Director of Administration and Finance at an annual salary of \$85,000.00, with 2 years of probation.

There being no further business before the board, Mr. Duckworth moved, seconded by Mr. Giorgio to adjourn the meeting.

Dated: March \_\_\_\_, 2017

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Patrick J. Sullivan  
Legal Counsel