Attendees Comments:

**Scituate:**
- Wants to start with I&A Systems
- Will add all onsite systems to database & promote voluntary compliance
- May hire a consultant, depends on current budget issues

**Tiverton:**
- Existing RIWIS user
- Town-wide program, I&A Management, and cesspool phase-out.
- Sewer superintendent runs program with occasional assistance from part-time billing clerk

**Portsmouth:**
- Will begin in critical areas
- Will consider hiring a part time clerk to manage RIWIS database
- Gary Crosby can easily export data by management district and send to Carmody

**Little Compton:**
- Signed up w/ RIWIS, just recently sent data to Carmody
- Tax assessor and building official will manage the program
- Very little budget $ to pay for implementation
- Start only with management of I&A systems, hopeful that the town will adopt ordinance a few years down the road, after they have RIWIS data to present and help make educated decisions

**Narragansett:**
- Current ordinance only requires mandatory pump-outs
- Town keeps great excel records
- Clerk has great knowledge of septic systems in the Town
- Diane Johnson (now working for Narragansett) thinks the transition to RIWIS will be relatively simple

**Carl Rosen (Zoeller Co)**
- New RIWIS Sponsor
- Offered free copies of Zoeller Fact sheets to Communities
- Wants to discuss / brainstorm ways for sponsors to be more visible and become more involved

**RIDEM**
- 3 RIDEM Staff member in attendance (Deb, Jen, & Jon)
- Would gladly enforce O&M contracts if there were an easier way to receive notification of non-contracts, produce letter to homeowners, receive responses, and notify communities.
Other Comments:

Cesspool Phase-out
• Rules will be out in June 2008 and are not very developed yet
• Not sure if there will be additional funding available
• There is a hardship clause included in the phase-out act
• Stakeholders process for developing regulations will also address funding issues

RIWIS Updates of State Data
• Russ C says “automatic updates” is a possibility
• Justin warns that direct update to Carmody could erase the corrections made by Towns and suggests that new data is sent to communities for QA/QC before uploading into RIWIS

Tracking Pump-Outs
• Towns need to discuss how to ensure that pump-outs are being entered through RIWIS
• Current towns only regulate inspections through RIWIS

Ideas Generated:

URI Factsheets:
• Communities can share costs by buying in bulk
• Jamestown is not using FMI factsheets will trade for RMI factsheets

Annual RIWIS Users / Sponsors Meeting:
• John Lincourt brought up the idea of a yearly meeting where users and sponsors can get together to share ideas, tips & tricks, and provide more visibility for sponsors.

Private well and Municipal Water:
• Add these sections to the property information page as option for communities to add actual water usage

Problems with excel
• Sometimes excel can make changes and add characters
• Stephen McCandles from Charlestown suggested that if you bring data into access first there are less “conversion” problems with excel.

Designer, Installer, and Maintenance Provider Information
• Add information from State licensing program
• Have a pull down list so that Town’s don’t have to retype this information

Final Wrap-Up and To-Dos:
• E-mail group with fields to be incorporated
• E-mail sample forms
• E-mail state data
• See if Russ can provide updated state data
• Send Foster and Scituate data to Marc Cohen
• Tasks for group members: work with state data; start getting I&A data; think about your approach to management; look at forms and come with suggestions