

MINUTES OF THE BOARD OF WATER COMMISSIONERS MEETING

Thursday August 4, 2011

The regular meeting of the Board of Water Commissioners was held on Thursday, August 4, 2011 at the department offices, 605 West Queen Street, Southington, CT. A recording of this meeting can be found on file tape #576.

PRESENT: President Thomas Murphy, Vice President Erik Semmel, Commissioners Robert Berkmoes and Angelina Santa Maria, Superintendent Thomas West, Assistant Superintendent Frederick Rogers and stenographer Janice Eisenhauer.

1. CALL TO ORDER

The meeting was called to order by President Murphy at 6:36 p.m. A quorum is determined.

2. Approval of Minutes of July 14, 2011 Meeting

Commissioner Berkmoes made a motion to accept the minutes of the July 14, 2011 meeting as presented. His motion was seconded by Commissioner Semmel, and passed on a voice vote.

3. Communications

a.) Communications from the Public

None

b.) Communications from Administration

None

c.) Communications from Board Members

President Murphy spoke about being recently on Marion Rd where a water main was put in during this past year. The road has been paved and curbed and he feels that it looks very nice. There was a discussion about the completion of Upton road in Cheshire.

4. Financial Matters

a.) Review of Water Billings & Outstanding Jobbing Bills & Approval of Invoices

Superintendent West commented on the financial report included in the commissioners' packet. He advised the Board that hereafter the Service Line Protection Plan figures will appear as item 4b, rather than under Old Business. There was no objection to the change. Questions from the Board were answered. There was some discussion about several individual outstanding jobbing bills. Superintendent West spoke about a recent conversation he had with Dave Kelly regarding service issues in the last few years. He anticipates resolution of any past inconveniences and wishes to utilize this firm in the collection of outstanding jobbing accounts.

Commissioner Santa Maria offered a suggestion regarding credit card use and reimbursements to the Board, apparently having been discussed during a Board of Education audit. Assistant Superintendent Rogers will discuss this with Fred Cox and get a copy of that audit for review.

Commissioner Santa Maria made a motion to accept the Jobbing Billings and the Invoices for payment as presented. Commissioner Semmel seconded her motion. The motion passed without remark.

5. Committee Reports

a.) Executive Committee

None

b.) Infrastructure Committee

A meeting will be scheduled in the near future.

c.) Technology Committee

None

6. Old Business

a.) Update on DEEP "Stream Flow" Regulations

Superintendent West reported that a draft fact sheet has recently been released on the new regulations. It only deals at this time with surface water. This is positive, but he warns that the water companies need to remain in a position to monitor any move to include ground water. It is understood that the DEEP will probably pursue this at some point in the future.

b.) Water Line Service Protection Plan

Superintendent West reports. The financial report was reviewed. This plan continues to grow. The next mailing will occur in November.

c.) West Street, West Center and Welch Road Water Mains Projects

Assistant Superintendent Rogers reported on the project. Final paving will be done within 60 days. There are some issues with the storm water drainage. The Water Department is working with the town. Rogers is concerned about getting this paved before winter. If the town can't get to it, the water department will have to pave it in late fall. Commissioner Berkmoes suggested that staff approach the town before making this decision. President Murphy has some comments on the West Center St project and he has received complaints about the present condition of the road. Rogers explained that it has been a challenge, due to all of the wetness in the area. Murphy added that in addition to the water main replacement, CL&P has done some work there as well as the gas company. Superintendent West explained financial arrangements with the town surrounding the paving. The town has drainage issues to be addressed before they can do a final paving. President Murphy had some questions about the scope of the project.

d.) Mariondale Storage Tank Replacement Project

Superintendent West reports. Bids are due on August 23 at 10:00 a.m. at the department offices. They will be presented at the September board meeting (September 1) for review and action. He anticipates the first phase of the work to begin early/mid- September. President Murphy asked about advertisement, it will be in the newspapers and Dodge report within a few days.

e.) QBS Process for Water Capitol Plan

Superintendent West reported on the QBS process of selection for the water and waste water planning project. Interviews of the top firms were held last week. The water board portion of the committee rated and ranked the water part of the project. The sewer committee portion of the committee rated and ranked the sewer project. The water board team consisted of Superintendent West, Assistant Superintendent Rogers and President Murphy. Each ranked the firms independently and arrived at the same engineering firm, with a clear decision made for the water project frontrunner. West felt that the QBS process was excellent and he recommended that it be used throughout the negotiations and additional decisions. In the event that a planning grant should become available, consistent use of the QBS process will facilitate future participation of the water board. Rogers and Murphy spoke positively about the QBS process. There was an interactive discussion with the board about continued negotiations, on scope and fee, with the unanimous choice of the water project committee being Tighe & Bond. Superintendent West reviewed the entire extensive project for the board. He also discussed the Prospect St/Summer St area as a future project that could be undertaken with the town. Commissioner Berkmoes made a motion to empower Superintendent West to discuss and negotiate, with Tighe & Bond, scope and fee issues relative to the water department portion of the Water Capital Improvement Plan. The motion was seconded by Commissioner Santa Maria. There were no questions on the motion and it passed on a voice vote. West stated that he would keep the Board apprised of progress.

7. NEW BUSINESS

a.) Proposed 4 lot subdivision located off of East Street, "Crystal Estates," by D-C Development

Assistant Superintendent Rogers presented the site plan. It meets department requirements. Questions from the Board were answered. Commissioner Santa Maria made a motion to accept this proposal as presented. Her motion was seconded by Commissioner Semmel and passed on a voice vote.

b.) Proposed write off of Credit Balance for 691 West Street Subdivision

Superintendent West explained this credit balance, still appearing on the books for Mr. Denorfia. Commissioner Santa Maria made a motion that this unused credit be returned to Mr. Denorfia at this time. Her motion was seconded by Commissioner Berkmoes and passed on a voice vote.

c.) Proposed Service for Bank to be located at 301 Main Street by Format, LLC

Assistant Rogers presents the proposal for this project. There is a pending easement issue. Commissioner Semmel made a motion to accept this project as presented, contingent on finalization of the pending easement. The motion was seconded by Commissioner Berkmoes and passed on a voice vote.

d.) New CD with NE Bank (Rollover of TD Bank CD)

Superintendent West explained the transfer of funds in a small CD, being held under bond, from TD Bank to NE Bank. Commissioner Santa Maria made a motion to move these funds as outlined. Her motion was seconded by Commissioner Semmel and passed on a voice vote.

8. Executive Session Anticipated for Personnel and Negotiation Matters.

Commissioner Santa Maria made a motion to enter Executive Session, barring the public and press, but including Superintendent West, and Assistant Superintendent Rogers at 7:43 p.m. The motion was seconded by Commissioner Semmel and passed on a voice vote.

A negotiation matter was discussed.

Commissioner Semmel made a motion to adjourn the meeting. Commissioner Berkmoes seconded the motion and it passed unanimously.

The meeting adjourned at 8:20 P.M.

Attest: _____
Robert M. Berkmoes, Secretary & Treasurer