

**MINUTES OF THE BOARD OF WATER COMMISSIONERS MEETING**  
**Thursday, September 6, 2012**

The regular meeting of the Board of Water Commissioners was held on Thursday, September 6, 2012 in the Department Offices at 605 West Queen Street, Southington Connecticut. A recording of this meeting can be found on file tapes #595 and #596.

PRESENT: President Erik Semmel , Vice President Robert Berkmoes, Secretary/Treasurer Michael Domian, Commissioners Thomas Murphy and Gregory Klimaszewski, Superintendent Frederick Rogers, Office Supervisor Ann Marie Anop and Janice Eisenhauer, stenographer.

**1. CALL TO ORDER** The meeting was called to order at 6:00 P.M. by President Erik Semmel.

**2. Approval of minutes of August 9, 2012 Board meeting.** It was noted by President Semmel that there are two motions in the minutes recorded as seconded without mention of the concurring board member: one appears in item #2 (Approval of the minutes) and the other at New Business, item C (Maintainer I position). Superintendent Rogers reports that he has that information and will add these entries to the official minutes. Commissioner Domian made a motion to approve the minutes, with the noted additions. This was seconded by Commissioner Murphy and passed on a voice vote.

**3. Communications**

a.) Communications from the Public

Arthur Cyr of 103 Berlin Avenue. addressed the Board. A detailed interactive discussion about private fire hydrants and condo associations resulted in the confirmation that this is a fire protection issue and not a water quality issue.

Don Rainey of Northeastern Shaped Wire of 411 North Main Street spoke. He has an issue with being responsible for the cost of repair to the section of his fire service line that is located in the town road. This was discussed at some length. The Board will review the regulation regarding this matter and respond at the October Board meeting.

b.) Communications from Administration

None

c.) Communications from Board Members

None

**4. New Business**

a.) 13 lot sub division Glen Eagle Estates (Smith Street)

Superintendent Rogers presents the site plan. Developer Mark Lovley is present. The project meets department rules and regulations. Questions from the Board were answered. Commissioner Domian made a motion to accept the project as proposed, with the option to change the size from 8" to 12" -- the cost relegated to the department. Commissioner Berkmoes seconded his motion and it passed on a voice vote.

b.) Homewood Suites 110 room Hotel, 1096 West Street

Superintendent Rogers presents the project, with site plan. The project meets department rules and regulations and the Fire Department has approved it. Questions from the Board were answered. The Board cautioned about the placement and water supply of the private fire hydrant. Commissioner Berkmoes moved to accept the plan for Homewood Suites 110 room hotel at 1096 West Street. The motion was seconded by Commissioner Domian. The motion passed on a voice vote. President Semmel abstained.

c.) Winter Grove Inc. (Mutual Housing Authority) 40 unit apartment building. 491 Darling Street

Superintendent Rogers presents the site plan. The developer, Mr. Cruise of Mutual Housing Authority, is requesting that the building be allowed to have one common water meter, citing budgetary constraints and the nature and funding of the project. This is designed to serve low-income, elderly population subsidized by HUD. The heat, hot water and utilities are completely covered in the rent. The agreement with HUD requires that the owner is obligated to keep this affordable housing for 40 years. There was some concern that there could be change of use of the building, unlikely but could cause a water billing problem if the units are not individually metered. There was a long discussion. It was ultimately decided to accept this HUD project with the single meter. Commissioner Klimaszewski made the motion to approve Winter Grove, Inc. at 491 Darling Street, stipulating that this waiver, to install one common water meter, is granted only for the 40 year life of this non-profit project and that language put in the deed of the property that requires the units to be individually metered if the property ever changes ownership. Superintendent Rogers will consult with the Department's legal counsel. Any new application of the building must conform to the Water Department regulations. The Board grants this as a non-precedent policy. Commissioner Murphy seconded the motion. It passed on a voice vote.

d.) Kelly, Crispino & Kania, LLP (Dave Kelly's retainer)

It was decided to discuss this in Executive Session.

e.) Budwitz & Meyerjack, P.A., Audit Administration Fees

Scott Burleigh was present for discussion of fees. Commissioner Murphy spoke in favor of a fee increase, citing past performance. Ms. Anop and other board members concurred. There was a short discussion before Commissioner Klimaszewski made a motion to increase Budwitz & Meyerjack's fee from \$12,500 to \$14,000 for year 2012 and then to \$15,000 for year 2013. Commissioner Domian seconded the motion and it passed on a voice vote.

f.) Generator transfer switch, at 605 West Queen Street administration building

Superintendent Rogers asked Bill Casarella (Treatment Forman) to speak to the Board. The generator transfer switch controller in the administration building has become very problematic and has required expensive service two years in a row. It seems prudent to consider replacement. Bids for this are presented. Failure of this switch presents an emergency situation in the building should there be a loss of power. This impacts exiting from the building, fire protection equipment and the SCADA. Budget issues and urgency were discussed. After Mr. Casarella's presentation and following a lengthy discussion, Commissioner Murphy made a motion to award Tower Generator the contract to replace the generator transfer switch in the department offices, in the amount of \$25,645. Commissioner Berkmoes seconded the motion and it passed on a voice vote.

## **5. Financial Matters**

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

After review of the financial documents and the commissioner's questions were answered Commissioner Domian made a motion to approve the invoices as presented for payment and the jobbing bills as listed. Commissioner Murphy seconded the motion and it passed unanimously.

Ms. Anop explained the assorted financial documents reporting the month ending June 31, 2012, presented for review and she answered questions from the Board. The Board expressed praise for her work.

b.) Water Service Line Protection Plan

Ms. Anop presented the line protection plan status, and it is presented in detail on paper for review. Superintendent Rogers complimented Ms. Anop and staff for their work on this project.

Ms. Anop reported to the Board on banking issues previously discussed and some research she has completed about available investment options with local banks.

## 6. Committee Reports

a.) Executive Committee

No meeting.

b.) Infrastructure Committee

Superintendent Rogers reported on the water main replacement project from Marion Ave to Robbin Road, budgeted figures vs actual, unforeseen conditions, and State paving requirements. The Redstone project was also discussed. This was over budget due to excessive groundwater and the Town Highway Department deciding paving was required when initially it was not. There was a discussion about tracking the costs associated with using in-house staff. The Greeley budget was discussed. Superintendent Rogers performed a detailed cost analysis. He informed the Board the budget for this project may require an increase of approximately \$30,000 to cover project costs. No action to increase the project budget was taken at this time.

c.) Policy and Procedures Committee

Superintendent Rogers reported that the EPA has approved the department's policies and procedures. This allows the department to apply for grants and other funding.

## 7. Old Business

a.) 2006 Water Supply Plan

Superintendent Rogers reports. There is a meeting set for next week for review of the new plan.

b.) Assistant Superintendent Position

To be addressed in Executive Session.

c.) Department of Energy and Environmental Protection Reservoir Dam Inspection

Superintendent Rogers reports that the DEEP did not accept the engineered remedial plans submitted for the spillway stream retaining wall at reservoir #2. DEEP is requiring a construction permit, calling it part of the dam structure. Superintendent will appeal this decision.

d.) Expansion of Service Line Protection Plan

This is complete and will be removed from the agenda. Superintendent Rogers thanked Office Supervisor Ann Marie Anop and the department staff for the meticulous work on this.

e.) Financial Planning

Superintendent Rogers reports. He has discussed funding opportunities with Matt Ward, formally of The Ferguson Group. Mr. Ward expressed an interest in speaking with the Board. Rogers spoke of other options as well. The Department of Public Health has asked if there are any water projects that could qualify for funding under SRS. There is a ranking system involved and he thinks that the iron and manganese plant may rank high. He hopes to have some projects ready to submit.

f.) Fire hydrants on private water mains.

Superintendent Rogers reports. He has met with the Fire Department and everyone agrees that the flushing program is a critical step in the maintenance program. Staff, the upcoming winter season and existing projects preclude a quick launch of this project. Residents have expressed interest in using the Water Department for the work.

g.) Mariondale Storage Tank Replacement Project.

The project is nearly complete, and the final punch list is being addressed.

h.) South End Road Water Main

This project is now complete.

i.) Water Capital Improvement Plan

Superintendent Rogers reports. A complete status report is presented for perusal. Mr. Rogers reviewed highlights of the progress with the Board.

j.) Water Rates

Postponed for discussion in the future.

**8. Executive Session Anticipated for Personnel and Negotiation Matters** Commissioner Berkmoes called for adjournment to Executive Session barring the public and press, but including Superintendent Rogers, at 8:44 P. M. His motion was seconded by Commissioner Murphy and passed on a voice vote.

Commissioner Murphy made a motion to adjourn the meeting. Commissioner Klimaszewski seconded the motion and it passed unanimously.

The meeting adjourned at 10:24 P.M.

Attest: \_\_\_\_\_

Michael S. Domian, Secretary & Treasurer