

BOARD OF WATER COMMISSIONERS REGULAR MEETING
Thursday, January 10, 2013

There was a regular meeting of the Board of Water Commissioners held in the department administrative offices, 605 West Queen Street, Southington, Connecticut on Thursday, January 10, 2013. A recording of this meeting can be found on file tapes #600 and #601.

1. CALL TO ORDER The meeting was called to order by President Erik Semmel at 6:02 P. M.

PRESENT: President Erik Semmel, Vice President Robert Berkmoes, Commissioners Thomas Murphy, Gregory Klimaszewski, and Angelina Santa Maria, Superintendent Frederick Rogers, Assistant Superintendent William Casarella , and Office Supervisor Ann Marie Anop.

2. Approval of the minutes of December 6, 2012 meeting. Commissioner Klimaszewski noted that there was a line item change on the budget, not addressed completely in the minutes. The minutes will be amended at item 4a to read: Commissioner Klimaszewski made a motion to expend no more than \$13,300 on an emergency response plan, the funds to be transferred from the Reservoir #2 Spillway line item in the budget. The transfer will be recorded in the financials next month. Commissioner Santa Maria made note of the misspelling of Mr. Nevelos' name at item 3b. Commissioner Klimaszewski made a motion to approve the minutes of the December 6, 2012 meeting, as amended. The motion was seconded by Commissioner Berkmoes. The motion passed on a voice vote.

3. Communications

a.) Communications from the public.

None

b.) Communications from the Administration

None

c.) Communications from Board Members

None

4. New Business

a.) April 28, 2013 Drug Take Back Day

Superintendent Rogers reports. This is scheduled to coincide with the National Take Back Day. A budget to fund this event will be presented at the next meeting. Commissioner Santa Maria asked about another event scheduled for that same day. John Dobbins, chairman of the Drug Take Back Committee has a meeting scheduled for next week and any impact on the water board's efforts will be discussed.

b.) Exclusive Service Agreement with Bristol Water Co. and Lake Compounce

Superintendent Rogers presented a hard copy of a draft exclusive service agreement for the Board to review. The Department's attorney has reviewed it. Rogers explained the need for this agreement is because at this time Southington Water Department does not have water main in the area to serve the proposed campground. The water main that will service the campground is on Enterprise Drive and belongs to Bristol Water Co. Commissioner Klimaszewski had some questions regarding the infrastructure cost and

depreciation. Commissioner Murphy had another view regarding the infrastructure being private, and suggested the agreement be modified to be an agreement between the Southington Water Department and Lake Compounce, not the Bristol Water Co. This water main will be on private property. He wants to know if Bristol is paying for this water main, or is it a private installation (i.e. condo installation). Rogers answers him that once it is inspected from the main to the property line, it will be turned over to Bristol. Murphy recalled past experience with Lake Compounce to make his point. Southington extended a 12" water main to service the park, then the applicant went to the State of CT and was able to secure permission to keep their own wells operational against the state regulations. Then the applicant tapped into those wells to supply the new water park, circumventing state statute entirely. "Now they want to expand that system into an adjoining town with more waterways and apparently the adjoining town is claiming that it is going to be a private main. The Water Department does not take over private mains in Southington, why should we take over private mains in an adjoining town." Commissioner Berkmoes added that Murphy is saying that this is Bristol. Rogers explained that it is up to the Superintendent of the Water Department to go after them about those wells. This has not been done, but Rogers will do that if the Board wants to. He agrees that it should never have been allowed. Rogers presented the issue again. "From where our main stops to this campground is 3500' feet away... Murphy is concerned about future expansion. Commissioner Berkmoes suggested future expansion be addressed in the agreement. Murphy went on to item#2 in the proposal. He feels that the depreciation rate should be defined now, so that it will be established either as a percentage and/or in a dollar amount and an amortization time specified. Commissioner Berkmoes suggested that the agreement should stipulate that if Southington's main is ever altered, they must compensate and if Southington brings water to the area, they must tie into Southington's service. Murphy moves on to item #3. He feels that it needs a 12" main since this is adjacent to an industrial area. There was a discussion.

5. Financial Matters

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

Office Supervisor Ann Anop answered questions from the Board. Commissioner Santa Maria made a motion to accept the water billings, jobbing report and to approve the invoices as presented for payment. The motion was seconded by Commissioner Berkmoes. The motion passed on a voice vote.

The financial reports presented by hard copy and the budget correlations were explained and discussed line-by-line. Ms. Anop answered questions from the Board. Individual construction project reports and costs to-date, compared to budget figures were presented for review. Commissioner Santa Maria complimented Ms. Anop on the excellent financial reports. Reporting of budget variances was discussed and a suggestion was made to use color coding to designate positive or negative.

b.) Water Service Line Protection Plan

This report is presented in hard copy in the commissioner's packet. Ms. Anop discussed the residential and commercial programs. Commissioner Murphy had a suggestion regarding the "carried forward" amount on the report and it was discussed by the Board.

6. Committee Reports

a.) Executive Committee

No meeting.

b.) Infrastructure Committee

Commissioner Berkmoes reports. There was a meeting on December 19. Infrastructure issues were reviewed. Superintendent Rogers reported on the new strategy for scheduling improvements under the new Capital Improvement Plan. Funding was discussed at some length.

c.) Policy and Procedures Committee

Commissioner Santa Maria, chairman reported. A meeting was held on December 19. She reported on the action of the committee. She reported on a discussion about payroll processing. The work week ends on Saturday and payroll is processed and checks delivered on the following Monday. Santa Maria's opinion is that there is not enough time for adequate oversight. The oversight now occurs after the fact. There was a discussion about this. The committee will meet January 22 at 8 am to discuss this and make a recommendation.

7. OLD BUSINESS

a.) 2006 Water Supply Plan

Superintendent Rogers reports. The Water Supply Plan has been approved by the Department of Public Health. The approval letter is included in the Board's packet. There will be another due in six years. Steps have been taken to compile appropriate data for an easier future filing.

b.) 2013 Forestry Budget

Superintendent Rogers reports. Hard copy report is presented. John Patterson has presented a novel plan for the forestry work, with the check for the trees being issued directly to the Water Department by the mill. Rogers recommends a trial of his service. There was some discussion.

c.) Capital Improvement Plan

Superintendent Rogers presents a progress report to date for review of the Board. There will be a special presentation for the board by Tighe & Bond.

d.) Emergency Response Plan update

Rogers reports. There was a recent meeting with Woodard & Curran for the purposes of information exchange. Target date for this is early April but March is preferable.

e.) Fire hydrants on private water mains.

Superintendent Rogers reports. A letter has been prepared to offer inspection services for private hydrants. There have been questions about the legal jargon on this. President Semmel asked if there was some informational or video available to explain the importance of having private hydrants serviced for their fire safety that could be perhaps shown on the internet or public TV.

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

Assistant Superintendent Bill Casarella reports. The work is completed. There will be one final test of the system tomorrow. There was a discussion about how the system works.

g.) Report on 2011-2012 Audit by Budwitz and Meyerjack, P. C.

Scott Burleigh of Budwitz and Meyerjack presented a complete report of the annual audit was presented with hard copy for review and a power point presentation. It is noted that the report has been filed with OPM as required by state statute, with a courtesy copy to the Town of Southington. All aspects of

the audit, in detail, were presented and questions from the Board answered. Comparisons with the previous year were pointed out and discussed. The auditors found all records in good order and the staff cooperative.

h.) Water Rates

Tighe & Bond's water rate survey was discussed as part of the Capital Improvement Plan water rates analysis. Commissioner Klimaszewski has some questions. There was a discussion about new concepts of assessing water rates to allow for the maintenance of the infrastructure.

8. Executive Session Anticipated for Personnel and Negotiation Matters. Commissioner Klimaszewski made a motion to adjourn to executive session at 8:46 PM, barring the public and the press, but to include Superintendent Rogers and Assistant Superintendent Casarella. The motion was seconded by Commissioner Murphy and passed on a voice vote.

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

The meeting adjourned at 9:48 P.M.

Attest: _____
Michael S. Domian, Secretary & Treasurer