

BOARD OF WATER COMMISSIONERS REGULAR MEETING
Thursday, May 2, 2013

There was regular meeting of the Board of Water Commissioners held in the department administrative offices, 605 West Queen Street, Southington, Connecticut on Thursday, May 2, 2013. A recording of this meeting can be found on file tape #607.

1. CALL TO ORDER The meeting was called to order at 6:00 P.M. by Vice President Robert Berkmoes.

PRESENT: Vice President Robert Berkmoes, Secretary-Treasurer Michael Domian, Commissioners Thomas Murphy, Angelina Santa Maria and Gregory Klimaszewski, Superintendent Frederick Rogers, Assistant Superintendent William Casarella and stenographer Janice Eisenhauer.

2. Approval of minutes of April 4, 2013, Special Board meeting Commissioner Santa Maria made a motion to accept the minutes of the April 4, 2013 meeting as presented. Her motion was seconded by Commissioner Murphy and passed unanimously by voice vote.

3. Communications

a.) Communications from the Public

None

b.) Communications from Administration

Superintendent Rogers presented a thank you note addressed to the Board.

c.) Communications from Board Members

Commissioner Santa Maria reported a successful drug take-back day last Saturday. There were a lot of volunteers and the effort was well-received by the public. People are obviously aware of the necessity of getting drugs out of the reach of children and protecting the water supply. The police department has an on-going collection bin.

4. New Business

a.) 2013-2014 Budget

Superintendent Rogers presented each Board member with a hard copy draft of the budget for the upcoming fiscal year. He had a few comments and took questions on cursory review. The Board was in favor of taking ample time to review the figures. Staff will be available to answer any and all questions by telephone or e-mail. This will be discussed in depth at the next meeting.

b.) CT-AWWA 2013 Annual Conference

Superintendent Rogers will be attending the conference of the Connecticut Water Works Associations on May 22 through May 24 in Saratoga. There were some questions from the Board about the fees. Commissioner Murphy suggested that since Rogers is going through the chairs, he be afforded the liberty to make reasonable expenditures beyond the basic, in the benefit and interest of this water department, at his discretion. Murphy noted that the department does not want the department to find itself beholden to any vendor or outside entity, nor does it intend to have a delegate expend personal funds inappropriately. Rogers expressed his appreciation for the Board's attitude. He will present all receipts. Commissioner Klimaszewski

made a motion to fund the AWWA annual conference for Superintendent Rogers, with additional expenditures by receipt. His motion was seconded by Commissioner Santa Maria. It passed unanimously on a voice vote.

c.) Part-Time Employees

Superintendent Rogers spoke to the Board about the possibility of hiring some part-time, seasonal help for the summer. Perhaps a young person who is interested in water management would benefit from the experience and there are maintenance chores that could be handled by part time help. The union has no issues with it. There was an active discussion. Consensus of the Board was positive to further investigate this possibility.

5. Financial Matters

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

Superintendent Rogers notes that there are 0 outstanding jobbing bills! He credits the efforts of Ann Anop-Office Supervisor. Commissioner Santa Maria requests a copy of the payments received by credit card. Superintendent Rogers will secure this for her review. Questions of the Board members were answered. There was a discussion about costs and procedures surrounding gas for vehicles. Commissioner Santa Maria made a motion to accept the invoices listed for payment. Her motion was seconded by Commissioner Murphy and passed unanimously on a voice vote.

b.) Water Service Line Protection Plan

Superintendent Rogers reported that the commercial protection plan had its first claim last evening when there was a major leak at the Manor Inn. Assistant Superintendent Casarella was pleased with the staff's superb handling of the acute situation—complicated by the state road, placement and condition of the old pipes, and the timing of the incident—occurring while the restaurant was in full operation.

c.) Review of Financial Statements

This information is presented to Board members for review.

6. Committee Reports

a.) Executive Committee

No report.

b.) Infrastructure Committee

Superintendent Rogers reports. He is projecting four (4) water main projects targeted on the Capital Improvement Plan for the upcoming fiscal year—Prospect, Route 322, Clark St, and Mulberry. Total cost is projected at 5 million dollars. There was an interactive discussion about funding issues. Rogers has discussed bonding with the town's Finance Director. Rogers also spoke about a few projects that are planned for completion this fiscal year.

c.) Policy and Procedures Committee

This committee is on hiatus during the budget period. Superintendent Rogers reported that some policy and procedures regarding financials are ready and Office Supervisor Ann Anop will e-mail them to Board members for initial review.

7. Old Business

a.) Ferguson Group, LLC

Ferguson has submitted an updated report. The good news is that Southington is not on the "short list" due for de-authorization of prior approval for a substantial Army Corp. grant. That is not a final decision.

Commissioner Berkmoes reported that he has contacted Senator Murphy and he is aware of this decision. His office reported that the Army Corp is very backed up. Berkmoes stressed the importance of being in touch with Senators Murphy, Blumenthal and Representative Larson. Rogers expressed gratitude for Berkmoes' efforts.

b.) Emergency Response Plan update

Assistant Superintendent Casarella reports that the plan is nearly complete. The remaining piece is the reverse 911 call plan. Rogers adds that when the plan is in place, the water department plans to review and update it on a regular basis going forward.

c.) Fire hydrants on private water mains

Assistant Superintendent Casarella reports that the first inspection of a private hydrant was done today. There is a checklist for maintenance and it was shared with the Board in some detail. The customer was pleased with the work and advised what color to paint the hydrant, as prescribed by the fire department, also, the Department is launching a color-coded system for identifying available flow rate in each hydrant. A report will be forwarded to the fire department.

d.) New Britain Well Lease

The lease is still being negotiated and should be ready for ratification next month.

8. Executive Session Anticipated for Personnel and Negotiation Matters.

Commissioner Domian made a motion at 7:08 pm to adjourn to executive session, barring the public and the press, but including Superintendent Rogers and Assistant Superintendent Casarella. The motion was seconded by Commissioner Murphy and passed on a voice vote.

Adjournment

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

The meeting adjourned at 8:28 P.M.

Attest: _____
Michael S. Domian, Secretary & Treasurer