

BOARD OF WATER COMMISSIONERS REGULAR MEETING
Tuesday, December 10, 2013

There was a special meeting of the Board of Water Commissioners held in the department administrative offices, 605 West Queen Street, Southington, Connecticut on Thursday, November 7, 2013. A recording of the meeting can be found on file tape #615.

1. **CALL TO ORDER** The meeting was called to order by President Robert Berkmoes at 6:04 P.M. A quorum is determined.

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

2. Approval of minutes of November 7, 2013 Regular Board Meeting. Commissioner Santa Maria made a motion to accept the minutes of the November 7, 2013 regular Board Meeting as presented. Her motion was seconded by Commissioner Murphy. It passed unanimously on a voice vote.

3. Communications

a.) Communications from the Public
None

b.) Communications from Administration
Superintendent Rogers reports on the upcoming employee's Christmas party on December 24. The Board is invited.

c.) Communications from Board Members
None

4. NEW BUSINESS

a.) Server upgrade/replacement
Superintendent Rogers spoke to the Board about the pending IT upgrade on the office computer equipment. Commissioner Semmel has collaborated with staff on this. President Berkmoes expressed his complete confidence in Commissioner Semmel's expertise in this field. There were some questions from Board members. Commissioner Santa Maria made a motion to authorize an expenditure not to exceed \$12,000 for equipment and the labor involved. Commissioner Murphy seconded her motion and it passed without dissent.

b.) Migration of SWD E-mail to Town IT Department (E-mail Spam Filtering/Virus Protection)
Superintendent Rogers explained about a proposed change to include a "cloud" back up. This was discussed at some length. It was ultimately decided to discuss this further in January.

c.) Well #9 Tree Removal

Superintendent Rogers and Assistant Superintendent Casarella addressed the removal of some 30 trees that was planned at Well #9. It is complicated tree work, necessary to the safety and viability of the site. The lowest bidder is John Pattison/ Compass Tree Service, in the amount of \$5600. He has done tree work in the past for the Water Department. Commissioner Klimaszewski made a motion to award this work to John Pattison in the amount of \$5600. The motion was seconded by Commissioner Murphy and passed on a voice vote.

d.) Laboratory Bids

Water quality sampling is due to be rebid. A hard-copy report on the bids is included in the packet for review. Premier Labs, who is presently providing this service, is the low bidder in the amount of \$26,615. Superintendent Rogers reports that he is happy with their service. There was some discussion. Commissioner Santa Maria asked if any of the bids were from a Southington firm. There are none. Commissioner Santa Maria made a motion to accept the bid and award the contract to Premier Laboratories for two years' duration. The motion passed on a voice vote.

e.) Newell Street Water Main Bridge Crossing

Superintendent Rogers presents the site plan for the town's upcoming rebuilding of the West Queen Street Bridge crossing the Quinnipiac. He is concerned about the water main that runs through that area and reminds the Board that the installation of the Newell Street water main bridge crossing has been discussed in the past and he feels that now is an opportune time to do that. He has presented a bid from Tighe & Bond to be considered if that were to be done at this time. He explained that this could be entertained at this time since Assistant Superintendent Casarella and the crew did some other projects, which were accomplished under budget. He explained the many advantages this would bring to water service in the area. Commissioner Klimaszewski had some questions regarding the project and the necessity of funding it just now. He is concerned about a recent drop in collections and funding the projects planned for spring. Superintendent Rogers explained the importance of the project referencing a system map and funding was discussed at some length. Commissioner Santa Maria made a motion to move forward on the Newell St Bridge water main project and to authorize a maximum expense of \$90,000 for this project. Her motion was seconded by Commissioner Klimaszewski and passed on a voice vote.

f.) Proposed 9 lot Subdivision (Wolf Hill), off West Center Street

Superintendent Rogers presents the site plan. Developer Tony Denorfia was present to answer the questions of the Board. There are easement issues and they were discussed at length. Commissioner Murphy made a motion to accept the project with 8" loop at the final location, to be reviewed by the Water Department for compliance of all regulations and specifications. Commissioner Klimaszewski seconded his motion and it passed on a voice vote.

g.) Proposed 39,910 sq.ft. Warehouse, office and storage building at 60 Westfield Drive (Pro Signs LLC)

Superintendent Rogers presented the site plan. Hydrant placement was identified. The plan meets department regulations and specifications. Commissioner Klimaszewski made a motion to accept the project as presented. Commissioner Murphy seconded the motion for discussion. Commissioner Murphy had some questions about the size of the fire service line. The motion carried on a voice vote.

5. Financial Matters

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

Commissioner Santa Maria had a question on an invoice presented by the town for traffic control. She wonders about the Admin fee. President Berkmoes suggested a discussion with the Town Manager. Commissioner Santa Maria made a motion to accept the invoices for payment as presented, as well as the jobbing bills. Her motion was seconded by Commissioner Murphy and passed on a voice vote.

b.) Water Service Line Protection Plan

The report is presented to the Board for review. It is straightforward. Projections for 2014 were discussed.

c.) Review of Financial Statements

The financial statements are presented for perusal. President Berkmoes reminds the Board that any/all questions are entertained and can be addressed at the January meeting, to allow time for complete review.

6. Committee Reports

a.) Executive Committee

No meeting.

b.) Infrastructure Committee

A meeting is planned for December 17. RFQ's for a CIP project will be addressed. Twelve consultant firms submitted their RFQ's for consideration. Superintendent Rogers explained the lengthy process.

c.) Policy and Procedures Committee

Superintendent Rogers has asked to schedule a meeting in January to discuss a change in policy on the separation of funds-accounts. The meeting will be scheduled for early January.

7. Old Business

a.) Ferguson Group LLC

There is no report this month. President Berkmoes plans to reach Senator Blumenthal and Murphy and hopes to have some report before the next meeting.

b.) 2012-2013 Audit

The audit report will be presented in January.

c.) Reservoir #3 Dredging

The survey is complete, the work ongoing. Water sampling is next.

d.) Financing Capital Projects

Superintendent Rogers reports on the bonding process. Town bonding will probably take place in January.

e.) 8 unit industrial building, 357 Captain Lewis Drive, Owner/Developer: Nick Robertson, Engineer: Kratzert Jones & Associates

This project has been previously approved for water service to be placed on the side of the building to allow for individual service and metering. However, the developer has struck brownstone on the

property and now asks for the plan to be revised to allow for one meter room placed at the rear of the building. There was a long discussion about the ramifications of this plan. Ultimately, it was the consensus of the Board to apprise the developer that he should present a new site plan if he wishes the Board to revisit their previous decision.

Executive Session Anticipated for Personnel and Negotiation Matters. A motion was made by Commissioner Murphy to adjourn to Executive Session at 8:07 P. M., barring the public and the press, including Superintendent Rogers. The motion was seconded by Commissioner Klimaszewski and passed unanimously.

Adjournment

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

The meeting adjourned at 8:29 P.M.

Attest: _____
Thomas J. Murphy, Secretary & Treasurer